

ANNUAL REPORTS

OF THE TOWN OF

LITCHFIELD

New Hampshire

1998

EMERGENCY TELEPHONE NUMBERS

Ambulance _____	911
Fire _____	911
Police _____	911

BUSINESS TELEPHONE NUMBERS

Selectmen's Office _____	424-4046
Town Clerk & Tax Collector _____	424-4045
Police Chief _____	424-4047
Building Inspector _____	424-4592
Health Officer _____	424-4592
Library _____	424-4044
Planning Board _____	424-2131
Animal Control _____	424-4047
Road Agent _____	424-4592

-OFFICE HOURS-

Selectmen's Office _____	Town Hall
8:00 a.m. to 4:00 p.m. Monday through Friday	

Town Clerk & Tax Collector _____	Town Hall
Every Weekday, 8:00 a.m. to 3:00 p.m.	
Every Monday Evening 6:30 to 8:00 p.m.	
Last Saturday of month: 10:00 a.m. to 12 Noon	
Closed Holiday Weekends	

Building Department _____	Town Hall
Weekdays 8:00 a.m. to 4:00 p.m.	
Monday Evenings 7:00 to 9:00 p.m.	

Library Hours:

Monday: 10-8; Tuesday: 2-8; Wednesday: 10-8;
Thursday: 2-8; Friday: 2-6; Saturday: 10-2

No Saturday hours during the months of July and August. Closed Holidays

Incinerator Facility Hours:

Sunday: 9:00 a.m. to Noon – Brush & Landfill Items Only
Wednesday: 3:00 p.m. to 7:00 p.m.; Saturday: 7:00 a.m. to 4:00 p.m.
Thursday: 7:00 a.m. to Noon; Friday: 4:00 p.m. to 8:00 p.m.

-PUBLIC MEETINGS-

Selectmen _____ Town Hall the 1st, 2nd, 3rd, and 4th Monday evenings at 6:00 p.m. during the months of September-May; and the 2nd and 4th Monday evenings during the months of June-August.

Planning Board _____	Town Hall
1st Tuesday of the month at 7:30 p.m.	

Zoning Board of Adjustment _____	Town Hall
2nd Wednesday of the month at 7:00 p.m.	

Library Trustees _____	Library
1st Monday of the month at 7:30 p.m.	

Conservation Commission _____	Town Hall
1st Thursday of the month at 7:30 p.m.	

**Annual Reports
OF THE TOWN OF
LITCHFIELD
NEW HAMPSHIRE**

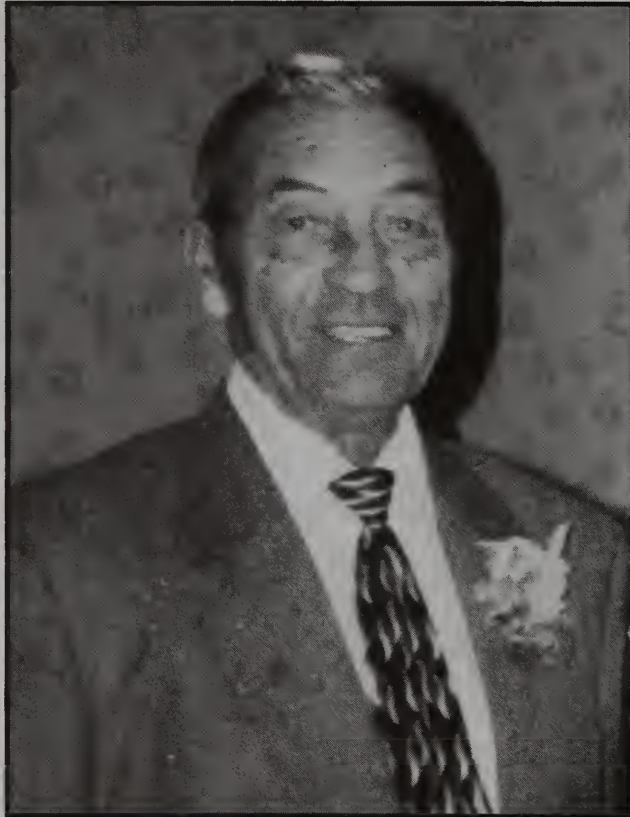
YEAR ENDING DECEMBER 31, 1998

ALSO

**ANNUAL REPORTS OF THE SCHOOL DISTRICT
YEAR ENDING JUNE 30, 1998**

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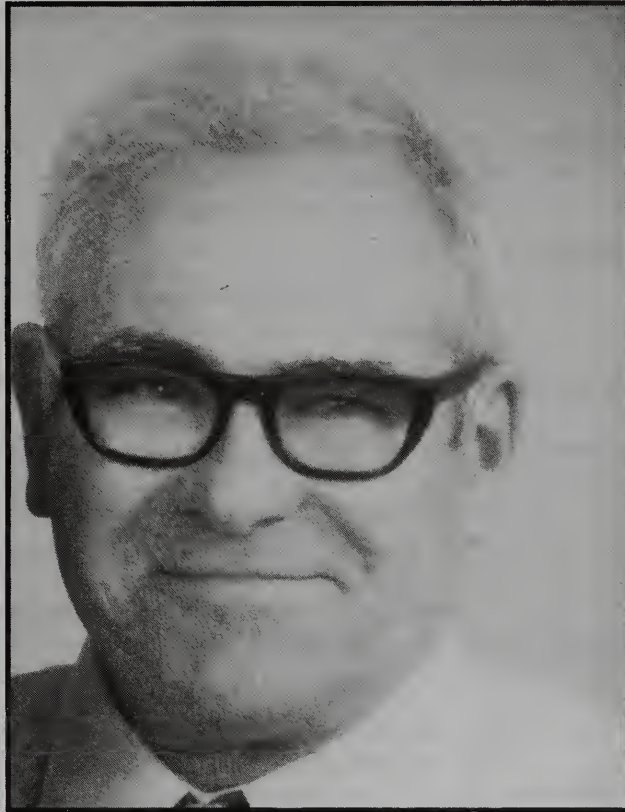
In Memoriam



ARTHUR E. BURGESS
April 5, 1924 - August 20, 1998

FIRE CHIEF
VOLUNTEER FIRE FIREFIGHTER

In Memoriam



ROBERT G. JERRY

September 25, 1912 - December 27, 1998

FIRE CHIEF

DEPUTY FIRE WARDEN

VOLUNTEER FIRE FIREFIGHTER

—INDEX—

Animal Control Report	68
Annual Meeting, Election Results	122
Auditor's Report – 1998	63
Births	136
Budget of the Town	18
Building Department	71
Cable Committee	73
Comparative Statement	43
Conservation Commission	75
Deaths	139
Deliberative Session	11
Financial Report	34
Fire/Rescue Services	77
Fire Warden and Forest Ranger	82
Hazardous Material and Mutual Aid District	84
Health Department	85
Highway Department	86
Hillcrest Cemetery Association	90
Librarian's Report	92
Library Trustee's Report	94
Marriages	134
Nashua Regional Planning Commission	104
Parks & Recreation	96
Pinecrest Cemetery Association	99
Planning Board	102
Police Department	106
Resident Population	26
SCHOOL REPORTS	
Auditor's Report	SD-23
Business Administrator	SD- 5
Election Results	SD-21
Enrollment Projection	SD-43
Health	SD-41
Interim Superintenant	SD- 4
Notes to Financial Statements	SD-29
Principal – Griffin Memorial School	SD- 7
Principal – Litchfield Middle School	SD- 9
Revenues and Credits	SD-70
Salaries	SD-44
SAU Planning Committee	SD-72
School Board Report	SD- 2
School District Budget	SD-49
School District Meeting 1998	SD-11
School District Officers	SD- 1
Staff	SD-39
Warrant	SD-45
Selectmen	65
Solid Waste Management	117
Summary Inventory	26
Tax Collector	28
Tax Rate	27
Town Clerk	23
Town Expenses	45
Town Meeting 1998	125
Town Officers	5
Town Officers & Employee Earnings	118
Town Warrant	7
Treasurer	30
Trust Funds	60

TOWN OFFICERS, 1998

Office:	Office Holder a/o 12/31/98	Term Expires
Selectmen:	Thomas W. Levesque, Sr., chairman	1999
	John R. Devereaux	2000
	M. Patricia Jewett	1999
	John G. Lazzaro	2001
	John Pinciario	2001
Administrative Assistant:	Cecile Durocher	
Budget Committee:	William Spencer, chairman	2001
	Ralph Boehm	1999
	John Devereaux, Selectmen Rep.	
	Sue Ann Johnson	2001
	David P. Michaud	2000
	Donna Straight, School Board Rep.	
	Timothy Wade	1999
	Cecil A. Williams	2000
Checklist Supervisors:	Robert Redding, chairman	2004
	Andrea Hamilton	2000
	Christine Lepine	2002
Code Enforcement Officer:	Roland E. Bergeron	tenure
Asst. Code Enforce. Officer:	Thomas J. Malley	1999
Conservation Commission:	Frank Byron, chairman	1999
	John Devereaux, Selectmen Rep.	
	Joan McKibben	1999
	Raymond C. Peeples, Jr.	2000
	Marjorie Z. Pitcher	2001
	Douglas Rogers, alternate	2000
	Torene Tango-Lowy	2001
Fire Chief:	Brent Lemire	1999
Health Officer:	Roland E. Bergeron	tenure
Library Trustees:	Pamela Boutselis, chairman	1999
	Zendelle Bouchard	2001
	Steven Calawa	1999
	Candace M. Hale	1999
	Carolyn Leary Lambert	2001
	Tamara Law	2000 resigned
	Quentin J. Lewis	2001
Moderator:	Philip M. Reed	1999

Parks & Recreation Comm.:	Lawrence A. Levesque, chairman	1999
	Michael J. Hamel	1999
	John Lazzaro, Selectmen Rep.	
	Nancy B. W. Lewis	2000
	Richard T. Rafferty, Jr.	1999
	Horace W. Seymour III	1999
Planning Board:	Andrew A. Prolman, chairman	1999
	Frank A. Byron	2001
	Mary Anne Geist, alternate	2000
	Joel Kapelson	2001
	Thomas Levesque, Selectmen rep.	
	Harry Menzigian	2000
	Richard Tango-Lowy, alt.	2001
	Heather Tibbitts	2000
Police Chief:	Thomas F. Iverson, Jr.	
Road Agent:	Roland E. Bergeron	1999
So. NH Reg. Plann. Comm.:	Richard J. L. Quinn	2001
Town Clerk/Tax Collector:	Diane L. Jerry	1999
Deputy Town Clerk/		
Tax Collector:	Patricia A. Gibeault	1999
Sub Register:	Fire Chief Brent Lemire	1999
Treasurer:	Marion Cason	1999
Trustees, Town Trust Funds:	Sheryl Hartling	2001
	Susan M. Rafferty	2000
	Joseph Stapleton	1999
Zoning Board of Adjustment:	Jon T. Ciemiewicz, chairman	2001
	John J. Burke	2000
	Gregory Lepine	1999
	Lawrence A. Levesque, alternate	1999

TOWN WARRANT

TOWN OF LITCHFIELD

The State of New Hampshire

To the inhabitants of the Town of Litchfield in the County of Hillsborough in said State, qualified to vote on Town affairs:

You are hereby notified that the first session of the annual meeting of the Town of Litchfield will be held at the Litchfield Middle School, McElwain Drive, in said Litchfield on Saturday, January 30, 1999 at 7:00 o'clock in the evening for explanation, discussion and debate of each warrant article. Warrant Articles may be amended at this session per RSA 40:13, IV, except for Warrant Article 2, the wording of which is prescribed by law and cannot be amended per RSA 40:13 (IV) (a).

You are hereby notified that the second session of the annual meeting of the Town of Litchfield will be held at the Litchfield Middle School, McElwain Drive, in said Litchfield on Tuesday, March 9, 1999, at 7:00 o'clock in the fore noon for the choice of Town Officers elected by official ballot to vote on questions required by law to be inserted on the official ballot and to vote on all Warrant Articles from the first session on official ballot per RSA 40:13, VII. The polls for the election of Town Officers and other action required to be inserted on said ballot will open on said date at 7:00 o'clock in the fore noon and will not close earlier than 7:00 o'clock in the evening.

1. To elect by ballot the following Town Officers:

Two Selectmen - three-year terms; one Road Agent - one-year term; one Fire Chief - one-year term; one Trustee of Town Trust Funds - three-year term; two Budget Committee members - three-year terms; three Library Trustees - three-year terms; one Moderator - one-year term; one Town Clerk/Tax Collector - three-year term; and one Treasurer - three-year term.

2. To vote by ballot on the following amendments to the Town Zoning Ordinances:

1. Are you in favor of the adoption of Amendment No. 1 as proposed by the Planning Board for the Town of Litchfield Zoning Ordinance as follows:

Amend *Section 1202.00 Lot Requirements, Subsection 1202.01 Area* to require that wetland areas shall not be included in the calculation of minimum lot size. This alters the current requirement that seventy-five (75) percent of the minimum required lot size shall be contiguous non-wetland. It promotes lot configurations that contain an adequate lot area sufficient to accommodate all required on-site utilities, such as water supply and sewage disposal, and at the same time it prevents wetlands encroachment at the initial lot design stage of the permitting process.

2. Are you in favor of the adoption of Amendment No. 2 as proposed by the Planning Board for the Town of Litchfield Zoning Ordinance as follows:

Amend *Section 200.00 DEFINITIONS*, by adding *Adult Sexually Oriented Business as Subsection 200.02*. This new definition describes what constitutes an adult entertainment type land use in order to enable regulation of the potential siting of such a use as a Special Exception in the Highway Commercial District (Route 102).

3. Are you in favor of the adoption of Amendment No. 3 as proposed by the Planning Board for the Town of Litchfield Zoning Ordinance as follows:

Amend *Section 600.00 HIGHWAY COMMERCIAL DISTRICT (ROUTE 102), Subsection 603.00 Special Exceptions*, to include *Adult Sexually Oriented Businesses* as a use permitted only by special exception within the district. The amendment will regulate the siting of adult entertainment type land uses and will permit such uses only in the Commercial/Industrial Service District along Route 102 subject to all applicable local, state and federal regulations, including Site Plan Review and approval by the Planning Board. The intent of this ordinance is to balance first amendment rights while controlling these type of uses.

3. To see if the Town will vote to raise and appropriate the sum of \$550,000.00 to construct 3,500 feet of Albuquerque Avenue (Center Section) from Meadowbrook Lane to Hillcrest Road, to construct approximately 500 feet of Liberty Way from Albuquerque Avenue to the Town Hall/Police Station, and to reconstruct the Hillcrest Road intersection at Albuquerque Avenue and to authorize the issuance of \$390,000.00 of bonds or notes in accordance with the provisions of the Municipal Finance Act (RSA Chapter 33), and to authorize the Board of Selectmen to issue and negotiate such bonds or notes not to exceed 5 years, and to determine the rate of interest thereon and to further authorize the use/transfer of \$100,000.00 of the December 31, 1998 fund balance for this purpose; and to further authorize the withdrawal of \$60,000.00 and accrued interest from the road impact fees. This will be a non-lapsing account per RSA 32:3, VI and will not lapse until the work is completed or in two years whichever shall occur first. (Two-thirds Ballot Vote required.) The Selectmen and Budget Committee recommend this appropriation.

4. Shall the Town raise and appropriate as an operating budget, not including appropriations by special warrant articles, the amounts set forth on the budget posted with the warrant or as amended by vote of the first session, for the purposes set forth therein, totaling \$2,130,978. Should this article be defeated, the operating budget shall be \$2,019,772.00, which is the same as last year, with certain adjustments required by previous action of the Town or by law or the governing body may hold one special meeting, in accordance with RSA 40:13,X and XVI, to take up the issue of a revised operating budget only. The Selectmen and Budget Committee recommend this appropriation.

NOTE: This warrant article (operating budget) does not include special warrant articles or individual articles.

5. To see if the Town will vote to raise and appropriate the sum of \$125,000 for the full depth reclamation and reconstruction with related drainage of Louise Drive, and to authorize the use of \$115,410 from the State Highway Block Grant Aid fund and to further authorize the use/transfer of \$9,590 of the December 31, 1998 fund balance for this purpose. The Selectmen and Budget Committee recommend this appropriation.

6. To see if the Town will vote to approve the cost item included in the Collective Bargaining Agreement reached between the Town of Litchfield and the Litchfield Police Bargaining Unit AFSCME Local #3657 which calls for the following increases in salaries and benefits:

YEAR	ESTIMATED INCREASE
1999	33,972
2000	16,132
2001	2,102

and further to raise and appropriate the sum of \$33,972 for the 1999 fiscal year, such sum representing the additional costs attributable to the increase of salaries and benefits over those of the appropriation at current staffing levels paid in the prior fiscal year. The Selectmen and Budget Committee recommend this appropriation.

7. To see if the Town will vote to establish a Capital Reserve Fund under the provisions of RSA 35:1 for the purpose of purchasing farmland or development rights and to raise and appropriate the sum of \$43,506.00 to be placed in this fund; to further appoint the Board of Selectmen as agents to expend this Capital Reserve Fund,” (Note: The amount appropriated herein is funded from taxes but is equivalent to the unappropriated balance of the land use change tax revenue received during the prior fiscal year and which will be recognized as general fund revenue for the current fiscal year.)” The Selectmen and Budget Committee recommend this appropriation.

8. To see if the Town will vote to raise and appropriate the sum of \$33,000 for Phase 1 of a three-year town wide revaluation plan. The entire cost of the revaluation assessment over the 3 year phasing will be \$115,800. The Selectmen recommend this appropriation. The Budget Committee does not recommend this appropriation.

9. To see if the Town will vote to raise and appropriate the sum of Ten Thousand (\$10,000) for deposit into the Conservation and Land Acquisition Fund. Said funds may be used to purchase land, conservation or trail easements, or purchase of development rights. The Selectmen and Budget Committee recommend this appropriation.

10. To see if the Town will vote to establish a Cablevision Equipment Capital Reserve Fund for the purpose of purchasing new or replacement equipment for the development of local television programming as well as the broadcasting or rebroadcasting of public meetings, School programs and Town related programs, and to raise and appropriate \$4,000.00 to be placed in this fund; and designate the Board of Selectmen as agents to expend or act on anything relative hereto. “(Note: The \$4,000.00 appropriated represents 10% of the current cable franchise fees paid by Litchfield cable subscribers as revenue.)” This is a special warrant article per RSA 32:3, VI. The Selectmen and Budget Committee recommend this appropriation.

11. To see if the Town will vote to establish a Meeting House Capital Reserve Fund under the provisions of RSA 35:1 for the purpose of maintaining (painting, roofing, plumbing, septic repairs, etc.) the Meeting House, and to raise and appropriate \$5,000 to be placed in this fund; and to designate the Board of Selectmen as agents to expend or to act on anything relative hereto. This is a Special Warrant Article per

RSA 32:3, VI. The Selectmen recommend this appropriation. The Budget Committee does not recommend this appropriation.

12. To see if the Town will vote to rescind the provisions of the Municipal Budget Law in accordance with the provisions of RSA 32:14, V, and thereby rescind the duties and authority of the Budget Committee as set forth in RSA 32:16?

13. To see if the Town will vote to establish an Advisory Budget Committee in accordance with the provisions of RSA 32:24, in the event that Warrant Article 12 above shall pass. Advisory Budget committee recommendations shall have no affect on limitation of appropriations as set forth in RSA 32:18. The Advisory Budget Committee shall confer with the Board of Selectmen and with other Town officers, department heads, and other Town officials, relative to estimated costs, revenues anticipated, and services performed, and shall make recommendations to the Board of Selectmen as to their findings.

14. To see if the Town will vote to authorize the Board of Selectmen to lease the Meeting House to the Historical Society for 10 years with an annual rent of \$1.00 with said lease providing exclusive use of the top two floors of the Meeting House. The basement or bottom floor shall be utilized for storage or such other reasonable use by the Town as determined by the Board of Selectmen. Under said lease, the Historical Society shall be responsible for all year round costs of the Meeting House associated with electricity, heat, septic, including the year round illumination costs of the flag pole, unless otherwise exempted by the Board of Selectmen. The Town will remain responsible for the integrity of the building including frame, windows, roof, siding, paint and plumbing.

Given under our hands and seal, this 18th day of January, in the year of our Lord nineteen hundred and ninety-nine.

Litchfield Board of Selectmen
Thomas W. Levesque, Sr., Chrm.
John R. Devereaux
M. Patricia Jewett
John E. Pinciario
John G. Lazzaro

A true copy of Warrant — Attest:

Litchfield Board of Selectmen
Thomas W. Levesque, Sr., Chrm.
John R. Devereaux
M. Patricia Jewett
John E. Pinciario
John G. Lazzaro

**TOWN OF LITCHFIELD
DELIBERATIVE SESSION PORTION OF ANNUAL MEETING
SATURDAY, JANUARY 30, 1999**

Time, Place: Meeting called to order at 7:10 p.m. in the gymnasium of Litchfield Middle School.

Present: Philip M. Reed, Moderator, presiding; Selectmen Thomas Levesque, chairman; John Devereaux (who is also Selectmen representative to the Budget Committee), M. Patricia Jewett, John Lazzaro, and John Pinciaro; Administrative Assistant Cecile Durocher; Town Counsel Robert Bossie and Jay Hodes; Budget Committee members William Spencer, chairman; Ralph Boehm, SueAnn Johnson, David Michaud, Donna Straight (School Board representative), Timothy Wade, and Cecil Williams; approximately 125 voters and guests.

Ballot Clerks on duty were Kathleen Algeo, Joan McKibben, Bertha Mieczkowski, and Torene Tango-Lowy.

Police Chief Thomas Iverson led the assembly in the Pledge of Allegiance to the Flag.

Moderator Reed explained the Rules of Procedure under the newly-adopted "Senate Bill 2" form of Annual Meeting. On a voice vote, voters agreed to continue allowing non-voters the courtesy of being allowed to speak at Town Meeting.

Moderator Reed recognized Planning Board Chairman Andrew Prolman to present an overview of the three Zoning Ordinance questions appearing on the ballot. (They are included under the umbrella of Article number 2, though they appear as numbers 1, 2, and 3, followed by a second #3 which is unrelated to the zoning questions):

1. Are you in favor of the adoption of Amendment No. 1 as proposed by the Planning Board for the Town of Litchfield Zoning Ordinance as follows:

Amend Section 1202.00 Lot Requirements, Subsection 1202.01 Area to require that wetland areas shall not be included in the calculation of minimum lot size. This alters the current requirement that seventy five (75) percent of the minimum required lot size shall be contiguous non-wetland. It promotes lot configurations that contain an adequate lot area sufficient to accommodate all required on-site utilities, such as water supply and sewage disposal, and at the same time it prevents wetlands encroachment at the initial design stage of the permitting process.

2. Are you in favor of the adoption of Amendment No. 2 as proposed by the Planning Board for the Town of Litchfield Zoning Ordinance as follows:

Amend Section 200.00 Definitions, by adding Adult Sexually Oriented Business as Subsection 200.02. This new definition describes what constitutes an adult entertainment type land use in order to enable regulation of the potential siting of such a use as Special Exception in the Highway Commercial District (Route 102).

3. Are you in favor of the adoption of Amendment No. 3 as proposed by the Planning Board for the Town of Litchfield Zoning Ordinance as follows:

Amend Section 600.00 Highway Commercial District (Route 102), Subsection 603.00 Special Exceptions, to include Adult Sexually Oriented Businesses as a use permitted only by special exception within the district. The amendment will regulate the siting of adult entertainment type land uses and will permit such uses only in the Commercial-Industrial Service District along Route 102 subject to all applicable Local, State and Federal regulations, including Site Plan Review and approval by the Planning Board. The intent of this ordinance is to balance First Amendment rights while controlling these types of uses.

Chairman Prolman explained that Article 1, above, is intended to prevent the “squeezing” of lots into areas where they barely meet existing criteria for contiguous dry area. Frank Byron, chairman of the Conservation Commission and Conservation Commission representative to the Planning Board, presented a brief history of the Commission’s attempts to protect wetlands from contamination.

In reference to Articles 2 and 3, above, Mr. Prolman explained that the proposals are an attempt to control the siting of sexually oriented businesses; the Board is committed to continue studying the issue, he said, and will likely have amendments to propose for Town Meeting in 2000.

Article 3. To see if the Town will vote to raise and appropriate the sum of \$500,000.00 to construct 3,500 feet of Albuquerque Avenue (Center Section) from Meadowbrook Lane to Hillcrest Road, to construct approximately 500 feet of Liberty Way from Albuquerque Avenue to the Town Hall/Police Station, and to reconstruct the Hillcrest Road intersection at Albuquerque Avenue and to authorize the issuance of \$390,000.00 of bonds or notes in accordance with the provisions of the Municipal Finance Act (RSA Chapter 33), and to authorize the Board of Selectmen to issue and negotiate such bonds or notes not to exceed 5 years, and to determine the rate of interest thereon and to further authorize the use/transfer of \$100,000.00 of the December 31, 1998 fund balance for this purpose; and to further authorize the use/transfer of \$60,000.00 and accrued interest from the road impact fees. This will be a non-lapsing account per RSA 32:3, VI and will not lapse until the work is completed or in two years, whichever shall occur first. (Two thirds Ballot Vote required). The Selectmen and Budget Committee recommended this appropriation.

Road Agent Roland Bergeron explained, with the use of diagrams, the layout of Albuquerque Avenue as it was proposed by the Planning Board. Through the years, he said, some adjustments were made as development occurred.

Article 4. Shall the Town raise and appropriate as an operating budget, not including appropriations by special warrant articles, the amounts set forth in the budget posted with the warrant or as amended by vote of the first session, for the purposes set forth therein, totaling \$2,130,978.00. Should this article be defeated, the operating budget shall be \$2,019,772.00, which is the same as last year, with certain adjustments required by previous action of the Town or by law or the governing body may hold one special meeting, in accordance with RSA 40:13, X and XVI, to take up the

issue of a revised operating budget only. The Selectmen and Budget Committee recommend this appropriation.

Budget Committee Chairman William Spencer presented an overview of the proposed Budget and other money articles. If the Budget and other warrant articles pass as proposed, he said, it will result in a 9 cent reduction in the tax rate. The proposal includes, among other things, a 3% salary increase and a few step increases for municipal staff, a second full-time police dispatcher to replace an existing part-time position, increased election costs because of the new Town Meeting format, a truck and sander for the Highway Department, extra costs for the Planning Board, and equipment for the Fire Department. If proposed changes are presented as he understands they may be, he said, there may be a 20 cent increase in the figure. One budgetary decrease, he pointed out, results from the decision to have Girls, Inc. run the summer recreation program at no charge to the Town.

Recreation Committee Chairman Lawrence Levesque MOVED to add \$9,600.00 to the Parks and Rec Committee's line item for New Program Expenses. Quentin Lewis seconded. Mr. Levesque explained this money amount had been intended as a separate warrant article. Due to an administrative error, the article didn't make it to the printer's. The item, he explained, is an "in and out" expenditure, wherein the money appropriated will be offset by revenue generated from Recreation Committee events. The motion CARRIED by voice vote.

John Devereaux MOVED to add \$20,000.00 to Highways and Streets. The results of a voice vote were inconclusive, and the Moderator called for a show of hands. The motion obviously CARRIED, and no count was taken.

Joan McKibben MOVED to amend line item 28-50-016 from \$0 to \$1,000.00 for a Land Survey. Frank Byron seconded, and the motion CARRIED by voice vote.

Alfred Raccio MOVED to add \$100,000.00 to the Solid Waste budget and Willis Jewett seconded. Upon being told another motion at a lower figure was about to be proposed for the same purpose, the assembly unanimously DEFEATED the proposal by voice vote.

John Pinciario MOVED to change the New Equipment line item under the Solid Waste budget from \$50.00 to \$75,000 and the Ash Testing item from \$200.00 to \$15,000.00. John Devereaux seconded.

Rick Phlehm from Consumat Systems, Inc. explained that the \$75,000.00 is to buy, move, install on-site in Litchfield, and make minor modifications to the site for an incinerator unit being purchased from Bar Harbor, Maine. The \$15,000.00 is for testing required by the State of NH.

According to Mr. Phlehm, the unit is approximately ten years old, but was used less than a year and a half. It was installed in 1989 and taken off-line in early 1991, and has been "mothballed" in a heated building ever since. The incinerator had originally been purchased to process what was originally classified as biohazardous wastes from lab-raised mice. Once the EPA determined the wastes weren't hazardous, the

unit was shut down. Replacing Litchfield’s existing incinerator, which is more than twenty years old, with a brand-new one would cost \$1.4 million, he said.

The amendment CARRIED on a voice vote.

The new bottom-line budget figure, as amended, is now \$2,251,328.00, not including appropriations by special warrant articles.

Article 5. To see if the Town will vote to raise and appropriate the sum of \$125,000.00 for the full depth reclamation and reconstruction with related drainage of Louise Drive, and to authorize the use of \$115,410.00 from the State Highway Block Grant Aid fund and to further authorize the use/transfer of \$9,590.00 of the December 31, 1998 fund balance for this purpose. The Selectmen and Budget Committee recommended this appropriation.

Thomas Levesque explained that Road Agent Roland Bergeron has a five-year plan for local road work. Louise Drive, he said, is more than 30 years old and has a high priority on the plan.

Article 6. To see if the Town will vote to approve the cost items included in the Collective Bargaining Agreement reached between the Town of Litchfield and the Litchfield Police Bargaining Unit AFSCME Local #3657 which calls for the following increases in salaries and benefits:

YEAR	ESTIMATED INCREASE
1999	\$33,972.00
2000	16,132.00
2001	2,102.00

and further to raise and appropriate the sum of \$33,972.00 for the 1999 fiscal year, such sum representing the additional costs attributable to the increase of salaries and benefits over those of the appropriations at current staffing levels paid in the prior fiscal year. The Selectmen and Budget Committee recommended this appropriation.

John Pinciario said this proposal is the result of three years of negotiations and the use of a fact-finder.

Article 7. To see if the Town will vote to establish a Capital Reserve Fund under the provisions of RSA 35:1 for the purpose of purchasing farmland or development rights and to raise and appropriate the sum of \$43,506.00 to be placed in this fund; to further appoint the Board of Selectmen as agents to expend this Capital Reserve Fund. (Note: the amount appropriated herein is funded from taxes but is equivalent to the unappropriated balance of the Land Use Change Tax revenue received during the prior fiscal year and which will be recognized as general fund revenue for the current fiscal year.) The Selectmen and Budget Committee both recommended this appropriation.

Pat Jewett said the Selectmen hope to make this small start at preserving some of the remaining farmland within the Town.

Richard Tango-Lowy MOVED to amend the proposal by adding the words “with the advisement of the Planning Board and Conservation Commission” after the provision to appoint the Board of Selectmen as agents to expend the Capital Reserve Fund. Leon Barry seconded.

Andy Prolman explained that the Town is searching for the availability of Federal matching funds, which could conceivably double the appropriated amount. This money could be used for nothing but agricultural land.

On a voice vote, the amendment CARRIED.

Article 8. To see if the Town will vote to raise and appropriate the sum of \$33,000.00 for Phase 1 of a three-year town wide revaluation plan. The entire cost of the revaluation assessment over the 3 year phasing will be \$115,800.00. The Committee does not recommend this appropriation.

Pat Jewett explained the Selectmen’s purpose is to bring the Town’s assessment figures up to date. There have not been many problems, she noted, though the last revaluation was done in 1988. Ralph Boehm said the Budget Committee did not recommend the expenditure because the last revaluation, in 1988, was done in a volatile real estate market and we’re right back in the same kind of market now.

Article 9. To see if the Town will vote to raise and appropriate the sum of ten thousand dollars (\$10,000.00) for deposit into the Conservation and Land Acquisition Fund. Said funds may be used to purchase land, conservation or trail easements, or purchase of development rights. The Selectmen and Budget Committee recommend this appropriation.

John Devereaux and Frank Byron spoke to the proposal. Unlike money appropriated under Article 7, above, money appropriated under this article would be available for uses other than agricultural (though article 9 funds would also be available for agricultural land).

Before moving on to Article 10, Tom Levesque read a listing of municipal committees and boards in need of members. He asked for citizens to become involved by volunteering.

Article 10. To see if the Town will vote to establish a Cablevision Equipment Capital Reserve Fund for the purpose of purchasing new or replacement equipment for the development of local television programming as well as the broadcasting or rebroadcasting of public meetings, school programs and Town-related programs, and to raise and appropriate \$4,000.00 to be placed in this fund; and designate the Board of Selectmen as agents to expend or act on anything relative thereto.

NOTE: The \$4,000.00 appropriation represents 10% of the current cable franchise fees paid by Litchfield cable subscribers as revenue.

This is a Special Warrant Article per RSA 32:3, VI. The Selectmen and Budget Committee recommend this appropriation.

John Devereaux spoke to the proposal, explaining that the cable committee hopes to establish a fund, which would build over time, so that it could replace its existing equipment as needed and to produce local programs.

William Spencer MOVED to amend the money in the warrant article to \$0. Alfred Raccio seconded. The amendment CARRIED by voice vote.

Article 11. To see if the Town will vote to establish a Meeting House Capital Reserve Fund under the provisions of RSA 35:1 for the purpose of maintaining (painting, roofing, plumbing, septic repairs, etc.) the Meeting House, and to raise and appropriate \$5,000.00 to be placed in this fund; and to designate the Board of Selectmen as agents to expend or to act on anything relative thereto. This is a Special Warrant Article per RSA 32:3, VI. The Selectmen recommend this appropriation, but the Budget Committee does not.

John Pinciario explained that the Historical Society is paying for utilities and interior maintenance of the Meeting House. This fund would be to maintain the integrity of the building's exterior.

William Spencer MOVED to amend the money amount to \$0. Alfred Raccio seconded. Mr. Spencer said money to maintain the building should be budgeted as needed, and not put into a special fund. There was some discussion as to whether the Town should be paying to maintain the building.

Following a voice vote on the proposed amendment, the Moderator was unsure of the results and called for a show of hands. Following this vote, the Moderator declared the motion DEFEATED. Asked for a vote with an actual count, the Moderator asked once more for a show of hands. The amendment CARRIED with 49 YES votes and 45 NO votes. Asked for a division vote, the Moderator asked for the voters to stand. Standing on YES were 48 voters; standing on NO were 49. The Moderator declared the amendment LOST.

Article 12. To see if the Town will vote to rescind the provisions of the Municipal Budget Law in accordance with the provisions of RSA 32:14, V, and thereby rescind the duties and authority of the Budget Committee as set forth in RSA 32:16.

Thomas Levesque explained the Selectmen's intention was to eliminate the 10% rule whereby voters cannot exceed the Budget Committee's total recommended appropriation by more than 10%. In light of the new Senate Bill 2 form of Town Meeting, he said, it seemed like the proper time to have all budgetary requests put before the voters.

This article generated considerable discussion, most of it in favor of maintaining the Budget Committee as it presently exists.

Article 13. To see if the Town will vote to establish an Advisory Budget Committee in accordance with the provisions of RSA 32:24, in the event that Warrant Article 12 above shall pass. Advisory Budget Committee recommendations shall have no effect on limitation of appropriations as set forth in RSA 32:18. The Advisory Committee shall confer with the Board of Selectmen and with other Town officers, department

heads, and other Town officials, relative to estimated costs, revenues anticipated, and services performed, and shall make recommendations to the Board of Selectmen as to their findings.

John Lazzaro spoke to the issue, but most of the discussion under Article 12 had covered the issues raised under Article 13.

Article 14. To see if the Town will vote to authorize the Board of Selectmen to lease the Meeting House to the Historical Society for 10 years with an annual rent of \$1.00 with said lease providing exclusive use of the top two floors of the Meeting House. The basement or bottom floor shall be utilized for storage or such other reasonable use by the Town as determined by the Board of Selectmen. Under said lease, the Historical Society shall be responsible for all year round costs of the Meeting House associated with electricity, heat, septic, including the year round illumination costs of the flag pole, unless otherwise exempted by the Board of Selectmen. The Town will remain responsible for the integrity of the building, including frame, windows, roof, siding, paint and plumbing.

Historical Society Chairman Dr. Steven Calawa explained the ten-year lease proposal is to eliminate the Society's need to come to Town Meeting every year to ask for renewal of the lease. The Society, he said, is moving a growing collection of historical items into the building, and it is reaching the point that the collection is outgrowing the ability of any other place available for storage and display. He said they need to know that their lease is secure for more than one year at a time.

Loren Jean MOVED to amend the article by making the following changes in wording:

removing the words "or such other reasonable use" from the purpose for which the Town may use the basement;
clarifying the Society's responsibility from "septic" to "septic pumping;"
and adding "septic repair and replacement" to the Town's responsibilities.

The motion was seconded from the floor and CARRIED by voice vote.

The deliberative session adjourned at 10:20 p.m.

Respectfully submitted,

Diane L. Jerry
Town Clerk

BUDGET FOR THE TOWN OF LITCHFIELD, N.H.

PURPOSE OF APPROPRIATIONS (RSA 32:3,V)	W.A. No.	Appropriations		Actual Expenditures Prior Year	Selectmen's Appropriations Ensuing Fiscal Year		Budget Committee's Appropriations Ensuing Fiscal Year	
		Prior Year As Approved By DRA	\$		Recommended	Not Recommended	Recommended	Not Recommended
GENERAL GOVERNMENT								
Executive		\$ 52,602	\$	53,896	\$ 60,163	\$	\$ 60,163	\$
Election, Reg., & Vital Statistics		50,096		63,862	76,571		62,673	13,898
Financial Administration		160,710		167,369	172,951		169,689	3,262
Legal Expense		43,400		34,156	38,400		38,400	
Personnel Administration		72,850		69,689	81,350		81,350	
Planning and Zoning		26,361		26,130	40,849		37,549	3,300
General Government Buildings		30,525		33,610	28,613		28,462	151
Cemeteries		1,800		1,800	1,000		1,000	
Insurance		80,235		71,335	81,650		81,650	
Other General Government		42,850		42,940	23,000		23,000	
PUBLIC SAFETY								
Police		530,415		516,057	556,250		546,650	9,600
Ambulance		15,500		15,713	15,500		15,500	
Fire		235,652		246,433	266,597		264,977	1,620
Building Inspection		58,839		62,661	65,984		62,787	3,197
Emergency Management		4,510		3,875	5,500		5,500	
HIGHWAYS AND STREETS								
Administration		2,533		3,612	3,056		2,856	200
Highways & Streets		302,628		288,583	504,786		312,590	192,196
Street Lighting		9,000		9,947	13,680		8,000	5,680

BUDGET FOR THE TOWN OF LITCHFIELD, N.H.

PURPOSE OF APPROPRIATIONS (RSA 32:3,V)	W.A. No.	Appropriations Prior Year As Approved By DRA	Actual Expenditures Prior Year	Selectmen's Appropriations Ensuing Fiscal Year		Budget Committee's Appropriation Ensuing Fiscal Year	
				Recommended	Not Recommended	Recommended	Not Recommended
SANITATION							
Administration		29,372	32,855	30,745		29,245	1,500
Solid Waste Disposal		130,437	133,748	147,450		142,565	4,885
HEALTH AND WELFARE							
Administration		2,525	2,526	2,665	310	2,975	
Pest Control		10,329	10,517	13,565		13,390	175
Health Agencies & Hospitals & Other		6,300	6,300	6,350		6,350	
Vendor Payments & Other		7,500	4,264	8,000		8,000	
CULTURE AND RECREATION							
Parks and Recreation		40,343	42,950	68,313		45,898	22,415
Library		70,510	72,206	77,391	140	77,531	
Patriotic Purposes		430	420	500		500	
Other Culture & Recreation		201	93	401		401	
CONSERVATION							
Admin. & Purchases of Natural Resources		1,318	1,208	1,326		1,326	
DEBT SERVICE							
Interest on Tax Anticipation Notes		1		1		1	
SUBTOTAL 1		\$2,019,772	\$2,018,755	\$2,392,607	\$ 450	\$2,130,978	\$ 262,079

BUDGET FOR THE TOWN OF LITCHFIELD, N.H.

SPECIAL WARRANT ARTICLES

PURPOSE OF APPROPRIATION (RSA 32:3,V)	W.A. No.	Appropriations Prior Year As Approved By DRA	Actual Expenditures Prior Year	Selectmen's Appropriations Ensuing Fiscal Year		Budget Committee's Appropriation Ensuing Fiscal Year	
				Recommended	Not Recommended	Recommended	Not Recommended
Albuquerque Construction	3	\$112,000	\$107,205	\$550,000		\$550,000	
Farmland Purchase Fund	7			43,506		43,506	
Conservation Land Fund	9	10,000	10,000	10,000		10,000	
Cablevision Equipment Fund	10			4,000		4,000	
Meeting House Maint. Fund	11			5,000			5,000
Page Road Reconstruction		180,000	180,658				
Darrah Bldg. Improvements		50,000	50,000				
SUBTOTAL 2 Recommended				<u>\$612,506</u>		<u>\$607,506</u>	

INDIVIDUAL WARRANT ARTICLES

PURPOSE OF APPROPRIATION (RSA 32:3,V)	W.A. No.	Appropriations Prior Year As Approved By DRA	Actual Expenditures Prior Year	Selectmen's Appropriations Ensuing Fiscal Year		Budget Committee's Appropriation Ensuing Fiscal Year	
				Recommended	Not Recommended	Recommended	Not Recommended
Louise Drive Reclamation	5			\$125,000		\$125,000	
Collective Bargaining	6			33,972		33,972	
Revaluation Phasing Plan	8			33,000			33,000
SUBTOTAL 3 Recommended				<u>\$191,972</u>		<u>\$158,972</u>	

SOURCE OF REVENUE	Warr. Art. #	Estimated Revenues Prior Year	Actual Revenues Prior Year	Estimated Revenues Ensnung Year
TAXES				
Land Use Change Taxes		\$	\$	\$ 43,506
Timber Taxes		1,600	3,615	2,000
Payment in Lieu of Taxes		595	595	525
Interest & Penalties on Delinquent Taxes		35,000	31,483	30,000
Excavation Tax (\$.02 cents per cu yd)				1,000
Excavation Activity Tax		25,160	26,368	20,000
LICENSES, PERMITS AND FEES				
Business Licenses and Permits		40,000	29,234	40,000
Motor Vehicle Permit Fees		700,000	766,057	725,000
Building Permits		50,000	74,255	65,000
Other Licenses, Permits & Fees		35,000	42,254	37,000
FROM STATE				
Shared Revenues		38,538	38,538	35,000
Meals & Rooms Tax Distribution		99,414	99,414	90,000
Highway Block Grant		115,390	115,390	113,951
State & Federal Forest Land Reimbursement		540	540	540
Police, Fire, Rec Grants & Gas Refund		1,300	1,562	12,300
CHARGES FOR SERVICES				
Income from Departments		11,225	16,952	13,000
Other Charges		28,000	36,708	12,000

SOURCE OF REVENUE	Warr. Art. #	Estimated Revenues Prior Year	Actual Revenues Prior Year	Estimated Revenues Ensuing Year
MISCELLANEOUS REVENUES				
Sale of Municipal Property		7,000	6,738	1,000
Interest on Investments		105,000	132,670	110,000
Other		31,800	56,409	18,000
INTERFUND OPERATING TRANSFERS IN				
Highway Block Grant Fund	5	185,000	185,000	115,410
From Trust & Agency Funds	3	7,800	7,800	60,000
OTHER FINANCING SOURCES				
Proc. from Long Term Bonds & Notes	3			390,000
Amounts VOTED From F/B ("Surplus")	3, 5			109,590
TOTAL ESTIMATED REVENUES & CREDITS		\$1,518,362	\$1,671,582	\$2,044,822
BUDGET SUMMARY				
SUBTOTAL 1 Appropriations Recommended		Selectmen's Recommended Budget	Budget Committee's Recommended Budget	
SUBTOTAL 2 Special Warrant Articles Recommended		\$2,392,607	\$2,130,978	
SUBTOTAL 3 "Individual" Warrant Articles Recommended		612,506	607,506	
TOTAL Appropriations Recommended		191,972	158,972	
Less: Amount of Estimated Revenues & Credits (from above)		\$3,197,085	\$2,897,456	
Estimated Amount of Taxes To Be Raised		2,044,822	2,044,822	
		\$1,152,263	\$ 852,634	

TOWN CLERK'S REPORT

January 1, 1998 through December 31, 1998

Candidate Filing Fees		\$40.00
Dogs:	Licenses:	
	1111 regular	\$7,637.50
	5 group	100.00
	32 senior	64.00
	duplicate tags	14.00
	finest	1,560.00
Dredge & Fill Permits		10.00
Incorporation Filings		5.00
Landfill Permits		75.00
Motor Vehicles:	Registrations:	
	7,360 reg.	765,823.00
	4 military	n.c.
	2 municipal	n.c.
	municipal agent fees	13,982.50
	duplicates	234.00
	Titles	2,664.00
	Boats	9,251.66
Overpayments		12.50
Photocopies		8.50
Pole Permits		50.00
Postage		2,685.70
Returned-Check Fees		670.00
UCCs	regular filings	1,676.00
	IRS direct deposits	60.00
	releases	435.00
	searches	117.25
Vital Records	marriage licenses	2,385.00
	certified copies	210.00
Voter Checklist		25.00
Voter Registration Cards		1.50
Zoning/Subdivision Manuals		60.00
Total Town Clerk Receipts:		
	Cash Deposits	\$809,797.11
	Direct Deposits	60.00
	Total Receipts	\$809,857.11

As a result of our move into the new Town Hall, (where we can actually walk around the office without bumping into each other!) we were able to expand numerous Town Clerk services during 1998:

In March, we began the long process of computerizing Litchfield's motor vehicle records, a vital step in allowing us to go on-line with the NH Department of Motor Vehicles as soon as their system is operational. By April of 1999, most locally-generated renewals should be in our system, allowing for faster processing of transactions (we hope!) Our eventual link-up with the State should also eliminate the existing time lag wherein information in the State data base can be several weeks out of date.

By early April, we were providing over-the-phone quotes to people needing to register newly-purchased cars. All we need is the owner's birth date (or the leasing company's name), the vehicle identification number to the new vehicle, and the license plate number if a transfer is being done from another registration.

In June, we began processing registration renewals by mail. This has proved especially popular, and even residents who don't take advantage of the mail-in process are reaping the benefits—lines at Town Hall are noticeably shorter. Fees realized from these transactions are used to offset money that would otherwise have to be raised by taxes, so it's pretty much a wash for most people.

In November, we began issuing license plates. Unless residents want vanity plates or have vehicles over 8,000 pounds, most people can now avoid a trip to the DMV. Our timing on this was great, since new plates are being issued in 1999 to everyone with PASS or IPASS plates.

With the cooperation of Selectmen and the Budget Committee, we acquired new election equipment which citizens should find worth its weight in gold. Starting in March, we will have twice as many voting booths—with lights!—and a new tabulator which will allow voters to insert their own ballots. This should greatly alleviate problems we had anticipated in 1999, when the election of officers and all warrant articles will be voted on by paper ballot.

In 1998, we completed entry of ten years' Vital Records into a database which will supply a State-wide network. NH law has been changed to provide citizens with easier access to their records; practically speaking, this can't happen until every community's data has been compiled and networked—and Litchfield has now completed its portion of the massive project.

Another Vital Records change which began impacting our office in 1998 was facilitating marriage license applications. Since Litchfield is one of few NH Town Clerk offices with evening and weekend hours—in addition to being in close proximity to the Massachusetts border—we have begun to notice increased activity in this field.

There's one on-going project for which I need help: the compiling and binding of old Town Reports. So far, reports from 1968 through 1996 have been bound and I'm in the process of hunting up missing prior issues. If anyone has old Town Reports they would like to see included in the Town's collection, I would be delighted to accept copies in good condition to replace some of the tattered, slightly mildewed ones in our possession. Also, I am missing volumes from 1947, 1940, 1939, 1924, 1912, and all years prior to 1908. I'd be happy to label them "Donated by..."

The above is a true record of Town Clerk business for 1998, according to the best of my knowledge and beliefs.
attest:

Diane L. Jerry
Town Clerk

1998 ESTIMATED RESIDENT POPULATION

New Hampshire State Planning Office Census

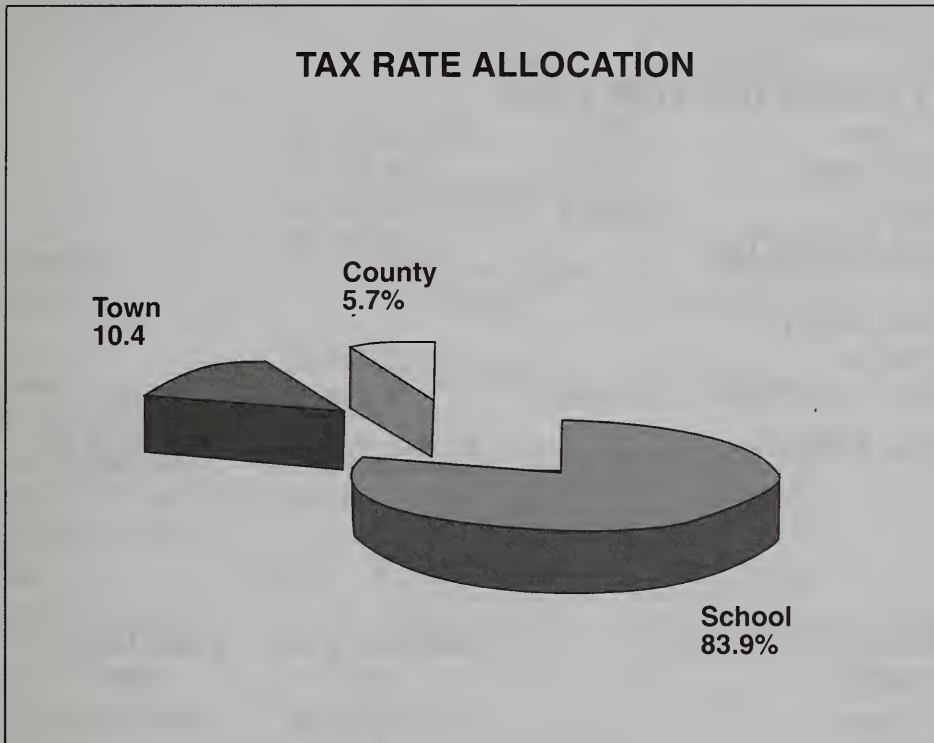
6,692

SUMMARY INVENTORY

Residential Land	\$116,554,620	
Commercial Land	14,788,271	
Current Land Use Values	<u>682,015</u>	\$132,024,906
Residential Buildings	\$206,334,785	
Manufactured Housing	3,862,500	
Commercial Buildings	<u>10,912,200</u>	221,109,485
Public Water Utility	\$ 5,262,800	
Gas Utility	12,600	
Electric Utility	<u>3,127,600</u>	<u>8,403,000</u>
Gross Taxable Valuation		\$361,537,391
Less:		
Blind Exemptions	\$ 45,000	
Elderly Exemptions	95,000	
Physically Handicapped Exemptions	<u>28,300</u>	<u>-168,300</u>
Net Taxable Valuation		\$361,369,091
Gross Property Taxes		\$9,785,875.11
Less War Service Exemptions		<u>-29,800.00</u>
Property Tax Commitments		\$9,756,075.11
Excavation Activity Assessment:		
Land Value	\$ 973,700	
Excavation Activity Tax Commitment		\$ 26,367.79
Total Tax Exempt & Non-Taxable Property		\$ 16,797,410

1998 TAX RATE

SCHOOL	\$22.73
TOWN	2.81
COUNTY	<u>1.54</u>
	\$27.08



Property assessed at \$150,000 has a resulting tax bill of \$4,062.00 which represents payment for each of the governmental units:

School	\$3,409.50
Town	421.50
County	<u>231.00</u>
	\$4,062.00

TOWN OF LITCHFIELD, NEW HAMPSHIRE
TAX COLLECTOR'S REPORT
Year Ending December 31, 1998

DEBITS

UNCOLLECTED TAXES- BEG. OF YEAR		Levy for Year 1998	Prior Levies 1997
Property Taxes			\$336,909.54
Land Use Change			3,500.00
TAXES COMMITTED THIS YEAR			
Property Taxes	#3110	\$9,822,581.92	
Land Use Change	#3120	44,840.00	
Yield Taxes	#3185	6,584.12	
Excavation Activity Tax		26,367.79	
OVERPAYMENT:			
Property Taxes		35,763.43	
Collect. Int. - Late Taxes	#3190	4,824.37	2,440.18
TOTAL DEBITS		<u><u>\$9,940,961.63</u></u>	<u><u>\$342,869.72</u></u>

CREDITS

REMITTED TO TREASURER:		Levy for Year 1998	Prior Levies 1997
Property Taxes		\$9,430,901.39	\$206,185.69
Land Use Change		44,840.00	
Yield Taxes		3,614.74	
Interest (all categories)		4,824.37	2,460.18
			3,500.00 current use
Conversion to Lien			125,780.85 property
Excavation Activity Tax		26,367.79	
ABATEMENTS MADE:			
Property Taxes		62,972.88	4,943.00
UNCOLLECTED TAXES - END OF YEAR #1080			
Property Taxes		364,471.08	
Yield Taxes		2,969.38	
TOTAL CREDITS		<u><u>\$9,940,961.63</u></u>	<u><u>\$342,869.72</u></u>

DEBITS

	Levy for Year 1998	PRIOR LEVIES 1997	1996
Unredeemed Liens - Beg. of Year	\$	\$ 47,978.02	\$ 15,882.80
Liens Executed During Year	140,841.32*		
Interest & Costs Collected (AFTER LIEN EXECUTION)	5,999.40	7,329.76	3,970.76
*includes \$3,500.00 Current Use Tax			
TOTAL DEBITS	<u><u>\$146,840.72</u></u>	<u><u>\$ 55,307.78</u></u>	<u><u>\$ 19,853.56</u></u>

CREDITS

REMITTED TO TREASURER:	Levy for Year 1998	PRIOR LEVIES 1997	1996
Redemptions	\$ 96,587.03	\$ 36,489.44	\$ 14,938.80
Interest & Costs Collected (After Lien Execution) #3190	5,999.40	7,329.76	3,970.76
Abatements of Unredeemed Taxes		949.00	944.00
Unredeemed Liens Bal. End of Year #1110	44,254.29	10,539.58	
TOTAL CREDITS	<u><u>\$146,840.72</u></u>	<u><u>\$ 55,307.78</u></u>	<u><u>\$ 19,853.56</u></u>

Diane L. Jerry
Tax Collector

TOWN OF LITCHFIELD, NEW HAMPSHIRE
SUMMARY OF YEARLY TOTALS
1998

Cash and Investments Balance, December 31, 1997		\$ 3,568,741.93
Deposits:		
Town Clerk	\$ 809,797.11	
Tax Collector	9,891,969.59	
Tax Lien Fees Rec'd from IRS	60.00	
Selectmen's Office	528,062.03	
Building Department	74,255.10	
Interest on Investment	132,305.58	
Transfers from and due to		
Escrows/Other Fund	22,441.58	
Transfer from Impact Fees	7,800.00	
NFS Checks (Net of redeposits)	(261.00)	
Void and Stale Dated Checks	<u>633.81</u>	
Total Receipts		<u>\$11,467,063.80</u>
		\$15,035,805.73
Selectmen's Orders Paid		<u>10,641,390.67</u>
Cash and Investment Balance, December 31, 1998		<u><u>\$ 4,394,415.06</u></u>
Summary of Balance:		
Overnight Repurchase Agreement BNH	\$ 788,617.47	
Investment in NH Public Deposit Investment Pool	1,854,015.63	
Investment in Fleet Money Market	232,332.68	
Fleet Checking Account	20,646.03	
BNH Checking Account	127,995.81	
Outstanding Checks	(529,192.56)	
Bank of NH CD - Insured Pool + Matures 3/9/99	400,000.00	
Bank of NH CD - Insured Pool + Matures 4/6/99	350,000.00	
Bank of NH CD - Insured Pool + Matures 5/11/99	450,000.00	
Bank of NH CD - Insured Pool + Matures 1/7/99	<u>700,000.00</u>	
Cash and Investment Balance, December 31, 1998		<u><u>\$ 4,394,415.06</u></u>

Marion E. Cason, Treasurer
Town of Litchfield
Litchfield, NH

Town of Litchfield, New Hampshire
Statement of Receipts, Disbursements and Cash Balances -- Other Accounts
As of December 31, 1998

NAME OF ACCT/PROPERTY	1-Jan-98 BALANCE	TOTAL DEPOSITED	TOTAL WITHDRAWN	31-Dec-98 BALANCE
Brandy Circle - Continental Paving	\$ 1,967.40	\$ 47.92	\$	\$ 2,015.32
Briarwood - Hudson Water Company	1,193.98	2,244.25	2,217.79	1,220.44
Chase Brook - Phase II - (Pilgrim Est.) Ashwood Co.	1,391.54	33.89		1,425.43
Chase Estates	1,513.62	36.86		1,550.48
Chonghun Yim	5,226.29	80.28		5,306.57
CNC Trust - Mockingbird Lane	2,381.23	269.23		2,650.46
Colby Subdivision - Continental Paving	516.84	12.59		529.43
Continental Paving	1,762.72	42.94		1,805.66
Crowell Estates - Sawmill Brook Dev. Co.	2,983.69	72.68		3,056.37
Cummings Farm - Alukonis/Konis Corp.	1,852.77	45.13		1,897.90
Forest Hills - Phase III - Litchfield-Griffin	2,861.84	938.18	22.67	3,777.35
Gravel Permit - H. E. Ducharme	1,041.94	24.79	1,066.73	0.00
H. Eugene Ducharme - Briarwood Lane	33,298.54	811.06		34,109.60
Isaac Center Land Dev.	1,573.49	11.10	1,584.59	0.00
Larchmount IV	2,546.36	4,293.59	4,177.18	2,662.77
Larchmount IV - Road Offsite	512.98	3,546.55		4,059.53
Larchmount - Phase II - Homes by Paradise	3,106.75	75.67		3,182.42
Larchmount - Phase III - Ashwood Companies	1,259.99	29.45	152.50	1,136.94
Larchmount - Phase IV - Hawkview Associates	1,765.52	43.00		1,808.52
Leary, Florence - Excavation Fund	2,627.74	64.00		2,691.74
Leary, Florence - Restoration Bond	12,552.64	192.82		12,745.46
M L - 96 Investments, Inc. - Carlisle Dr.	1,627.93	2,391.44	1,531.34	2,488.03
McElwain, William H.	500.03	12.18		512.21

NAME OF ACCT/PROPERTY	1-Jan-98 BALANCE	TOTAL DEPOSITED	TOTAL WITHDRAWN	31-Dec-98 BALANCE
Morgan Estates - Phase II - G. Colby	743.67	18.12		761.79
Nakomo Drive Drainage Offsite	3,037.55	109.98	36.00	3,111.53
Naticook Landing - Farm Land	4,051.06	98.23	19.56	4,129.73
Naticook Landing Site Plan - Golf Course	1,284.17	31.27		1,315.44
O'Leary Subd'n. - Talent Rd.	1,670.56	40.69		1,711.25
Pilgrim Drive - Homes by Paradise	1,683.07	40.99		1,724.06
Sanders, A Lockheed Martin Co.	1,096.13	26.70		1,122.83
Sawmill Brook Development Corp.	7,227.33	9,916.09	9,890.04	7,253.38
Taofila Estates - K. Blanchard	1,211.22	29.50		1,240.72
Tee Off at Mel's - David Mehlhorn	699.45	17.04		716.49
Vahrij Manoukian	396.19	9.65		405.84
Wren Street - Ernest Dion	1,027.65	25.03		1,052.68
Wren Street - East - Ernest Dion	29,790.64	725.62		30,516.26
Wren Street - West - Ernest Dion	1,628.19	39.98		1,668.17
Yun Chan Han	856.60	20.86		877.46
TOTALS	<u>\$142,469.31</u>	<u>\$ 26,469.35</u>	<u>\$ 20,698.40</u>	<u>\$148,240.26</u>

Town of Litchfield, New Hampshire
Statement of Receipts, Disbursements and Cash Balances – Other Accounts
As of December 31, 1998

SPECIAL ACCOUNTS:	1-Jan-98 BALANCE	TOTAL DEPOSITED	TOTAL WITHDRAWN	31-Dec-98 BALANCE
Cablevision Equipment Grant	\$ 13,258.71	\$ 576.20	\$	\$ 13,835.91
Civil Defense/Fire Pond Dredge/Ind. Dev.	13,234.76	409.92		13,644.68
Crowell Estates - Albuquerque Offsite	35,930.43	455.77	6,658.60	29,727.60
Cummings Farm Offsite Recreational Fees	14,393.58	350.59		14,744.17
H. Eugene Ducharme Road Bond	9,638.35	234.77		9,873.12
H. Eugene Ducharme - Briarwood Lane	33,894.36	994.27		34,888.63
Homes By Paradise, Inc. - Bear Run Rd. Maint.	3,783.55	55.66	3,839.21	0.00
M.L.-96 Investments, Inc. Carlisle Dr. Rd. Bond	50,209.96	663.21	50,873.17	0.00
Office Complex - Furniture	2,296.13	1,064.37		3,360.50
Parker Park Footbridge Fund	12,245.40	333.82		12,579.22
Environmental Fund	0.00	1,005.43		1,005.43
CONSERVATION FUND:				
Town of Litchfield, NH	25,874.33	16,050.92		41,925.25
IMPACT FEES:				
Road Impact Fees - North	27,427.20	5,819.23		33,246.43
Road Impact Fees - South	20,955.69	6,646.02		27,601.71
School Impact Fees	30,838.42	39,443.69		70,282.11
Municipal Impact Fees	946.50	2,062.38		3,008.88
Library Impact Fees	791.81	1,140.00		1,931.81
Recreational Fees	7,730.95	2,492.81	7,800.00	2,423.76
TOTAL IMPACT FEES	\$ 88,690.57	\$ 57,604.13	\$ 7,800.00	\$138,494.70
GRAND TOTALS - OTHER FUNDS	\$445,919.44	\$106,268.41	\$ 89,869.38	\$462,319.47

FINANCIAL REPORT
Town of Litchfield, N.H.

GENERAL FUND - Revenues and Expenditures for the period
January 1, 1998 to December 31, 1998

A. REVENUES - Modified Accrual

Revenues from taxes

Property taxes	\$ 9,726,829
Timber taxes	6,584
Payments in lieu of taxes	595
Interest and penalties on delinquent taxes	43,047
Excavation Activity Tax	26,368
TOTAL	\$ 9,803,423

Revenue from licenses, permits, and fees

Business licenses and permits	\$ 29,234
Motor vehicle permit fees	765,859
Building permits	74,255
Other licenses, permits, and fees	38,669
TOTAL	\$ 908,017

Revenue from the State of New Hampshire

Shared revenue block grant	\$ 159,286
Meals and rooms distribution	99,414
Highway block grant	115,390
State and federal forest land reimbursement	540
Other state grants and reimbursements	
Gas tax refund	1,562
TOTAL	\$ 376,192

Revenue from charges for services

Income from departments	\$ 10,027
Recreation Program	27,364
Outside police duty	6,500
Recycling Proceeds	9,212
TOTAL	\$ 53,103

Revenue from miscellaneous sources

Sale of municipal property	\$ 8,305
Interest on investments	132,819
Rents of property	1
Fines and forfeits	2,298
Insurance dividends and reimbursements	31,413
Contributions and donations	3,500
Other miscellaneous sources not otherwise classified	20,978
TOTAL	\$ 199,314

TOTAL REVENUES FROM ALL SOURCES	\$11,340,049
TOTAL FUND EQUITY (Beginning of year)	705,742
GRAND TOTAL	<u>\$12,045,791</u>

A. EXPENDITURES - Modified Accrual

	Total expenditure	Equipment and land purchases	Construction
General government			
Executive	\$ 55,091	\$	\$
Election, registration and vital statistics	14,410	9,199	
Financial administration	214,872		
Legal expense	34,156		
Personnel administration	69,689		
Planning and zoning	26,130		
General government building	70,998		42,585
Cemeteries	1,800		
Insurance not otherwise allocated	71,335		
Other general government	34,181		
TOTAL	\$ 592,662	\$ 9,199	\$ 42,585
Public safety			
Police	\$ 535,524	\$ 17,694	\$
Ambulance	14,513		
Fire	249,550	3,500	
Building inspection	63,369		
Emergency management	3,875		
TOTAL	\$ 866,831	\$ 21,194	\$
Highways and streets			
Administration	\$ 3,613	\$	\$
Highways and streets	564,315		
Street lighting	8,914		
TOTAL	\$ 576,842	\$	\$
Sanitation			
Administration	\$ 32,855	\$	\$
Solid waste disposal	133,209		
TOTAL	\$ 166,064	\$	\$
Health			
Administration	\$ 2,526	\$	\$
Pest control	9,718		
Health agencies and hospitals	6,300		
TOTAL	\$ 18,544	\$	\$
Welfare			
Direct assistance	\$ 4,264	\$	\$
TOTAL	\$ 4,264	\$	\$

Culture and recreation			
Parks and recreation	\$ 42,950	\$	\$
Patriotic purposes	421		
Other culture and recreation	<u>92</u>	<u></u>	<u></u>
TOTAL	\$ 43,463	\$	\$
Conservation			
Other conservation	<u>\$ 2,778</u>	<u></u>	<u></u>
TOTAL	\$ 2,778	\$	\$
Interfund operating transfers out			
Transfers to special revenue funds	\$ 78,529	\$	\$
TOTAL	\$ 78,529	\$	\$
Payments to other governments			
Taxes assessed for county	\$ 561,838	\$	\$
Taxes assessed for school districts	<u>8,308,261</u>	<u></u>	<u></u>
TOTAL	\$ 8,870,099	\$	\$
TOTAL EXPENDITURES	\$11,220,076	\$ 30,393	\$ 42,585
TOTAL FUND EQUITY			
(End of year)	<u>\$ 825,715</u>		
GRAND TOTAL	<u>\$12,045,791</u>		

GENERAL FUND BALANCE SHEET
As of December 31, 1998

	Beginning of year	End of of year
A. ASSETS		
Current assets		
Cash and equivalents	\$1,267,103	\$1,802,773
Investments	2,306,922	2,656,252
Taxes receivable	340,410	367,440
Tax liens receivable	61,088	34,794
Accounts receivable	425	1,103
TOTAL ASSETS	<u>\$3,975,948</u>	<u>\$4,862,362</u>
 B. LIABILITIES AND FUND EQUITY		
Current liabilities		
Warrants and accounts payable	\$ 206,608	\$ 130,208
Contracts payable	35,296	2,000
Due to school districts	3,018,495	3,849,261
Deferred revenue	9,807	55,178
TOTAL LIABILITIES	<u>\$3,270,206</u>	<u>\$4,036,647</u>
 Fund equity		
Reserve for encumbrances	\$ 50,211	\$ 94,427
Reserve for continuing appropriations	277,906	161,076
Unreserved fund balance	377,625	570,212
TOTAL FUND EQUITY	<u>\$ 705,742</u>	<u>\$ 825,715</u>
TOTAL LIABILITIES AND FUND EQUITY	<u><u>\$3,975,948</u></u>	<u><u>\$4,862,362</u></u>

GENERAL FUND
As of December 31, 1998

	Beginning of year Debit	Credit	End of year Debit	Credit
LONG-TERM DEBT GROUP OF ACCOUNTS				
Amount to be provided for the retirement of long-term debt	\$106,128		\$ 59,331	\$ 59,331
Other long-term liabilities		\$106,128		
TOTAL	<u>\$106,128</u>	<u>\$106,128</u>	<u>\$ 59,331</u>	<u>\$ 59,331</u>

Other long-term liabilities consist of the following:

Fire truck capital lease	\$ 45,647
Highway vehicle capital lease	13,684
Total	<u>\$ 59,331</u>

RECONCILIATIONS

RECONCILIATION OF SCHOOL DISTRICT LIABILITY

	Amount
School district liability at beginning of year	\$3,018,495
ADD: School district assessment for current year	8,308,261
TOTAL LIABILITY WITHIN CURRENT YEAR	11,326,756
SUBTRACT: Payments made to school district	(7,477,495)
School district liability at end of year	3,849,261

ALLOWANCE FOR ABATEMENTS WORKSHEET

	Current year	Prior year	TOTAL
Overlay/Allowance for Abatements (Beginning of year)	153,313	2,773	156,086
SUBTRACT: Abatements made (From tax collector's report)	(62,973)	(6,836)	(69,809)
SUBTRACT: Refunds (Cash abatements)	(8,717)		(8,717)
ESTIMATED ALLOWANCE FOR ABATEMENTS AT END OF YEAR		(20,000)	(20,000)
Excess of estimate	81,623	(24,063)	57,560

TAXES/LIENS RECEIVABLE WORKSHEET

	taxes	liens	TOTALS
Uncollected, end of year	\$367,440	\$ 54,794	\$422,234
SUBTRACT: "Overlay" carried forward as Allowance for Abatements		(20,000)	(20,000)
Receivable, end of year	367,440	34,794	402,234

Account number	Item	Amount
2440	Reserve for encumbrances:	
	General government	\$ 59,350
	Public safety	1,200
	Highways and streets	13,164
	Sanitation	5,479
	Capital outlay	10,234
	Operating transfers out	5,000
	Total	<u>\$ 94,427</u>

Please Detail Reserves (Balance Sheet)

Account number	Description	Year voted	Warrant article number
2450	Reserve for continuing appropriations:		
	Darrah Pond building		
	insulation	\$50,000	1998 #5
	Fire pond dredging	970	
	Emergency management	511	
	Highway block grant	115,410	
	Pinecrest offsite	2,496	
	subtotal	<u>169,387</u>	
	Less: Revenues not susceptible		
	to accrual	<u>(8,311)</u>	
	Total	<u>\$161,076</u>	

SUMMARY OF REVENUES FOR ALL OTHER FUNDS

January 1, 1998 to December 31, 1998

REVENUE AND OTHER FINANCING SOURCES	Special revenue
Revenue from taxes	\$ 4,834
Revenue from miscellaneous sources	
Interest on investments	2,170
Other miscellaneous sources	4,034
Interfund operating transfers in	<u>78,529</u>
TOTAL REVENUE AND OTHER SOURCES	\$ 89,567

SUMMARY OF EXPENDITURES FOR ALL OTHER FUNDS

January 1, 1998 to December 31, 1998

EXPENDITURES (BY FUNCTIONS)	Special revenue
Culture and recreation	\$ 74,546
TOTAL EXPENDITURES	<u>\$ 74,546</u>

BALANCE SHEET FOR SUMMARY OF ALL OTHER FUNDS

As of December 31, 1998

A. ASSETS	Special revenue
Current assets	
Cash and equivalents	\$ 9,674
Investments	<u>59,201</u>
TOTAL ASSETS	\$ 68,875
B. LIABILITIES AND FUND EQUITY	
Fund equity/Capital	
Unreserved fund balance	<u>\$ 68,875</u>
TOTAL FUND EQUITY	<u>\$ 68,875</u>
TOTAL LIABILITIES AND FUND EQUITY	<u><u>\$ 68,875</u></u>

SUPPLEMENTAL INFORMATION WORKSHEET

ALL FUNDS (ADDITIONAL)

Revenue

Parks and recreation \$ 27,364

Money paid DIRECTLY to needy persons

NOT covered by Federal programs

(general relief home relief, poor relief, etc.) 4,264

Total wages paid

SALARIES AND WAGES

\$873,901

CASH AND INVESTMENTS

HELD AT END OF FISCAL YEAR

All other funds except

employee retirement funds

\$5,140,420

COMPARATIVE STATEMENT OF APPROPRIATIONS AND EXPENDITURES

FISCAL YEAR ENDING DECEMBER 31, 1998

Account	Appropriations	Expended	Unexpended Balances	Deficits
Executive	\$ 52,602.00	\$ 53,895.62	\$	\$ 1,293.62
Selectmen's Office	110,291.00	112,226.75		1,935.75
Town Clerk-Tax Collector	88,754.00	98,280.55		9,526.55
Town Treasurer & Town Trustees	5,722.00	5,683.24	38.76	
Budget Committee	320.00	318.27	1.73	
Election & Registration	5,719.00	14,721.25		9,002.25
Cemeteries	1,800.00	1,800.00		
General Government Buildings	30,525.00	33,610.48		3,085.48
Planning Board	25,108.00	25,210.73		102.73
Zoning Board	1,253.00	918.95	334.05	
Legal Expenses	43,400.00	34,155.67	9,244.33	
Contingency	42,850.00	42,940.00		90.00
Police Department	521,714.00	511,017.21	10,696.79	
Police Special Duty	7,001.00	3,450.00	3,551.00	
Police Grants	1,700.00	1,590.00	110.00	
Pest Control	10,329.00	10,517.68		188.68
Fire Department	235,652.00	246,432.51		10,780.51
Emergency Management	4,010.00	3,875.00	135.00	
Emergency Planning Grants	500.00		500.00	
Ambulance	15,500.00	15,713.19		213.19
Building Inspection	58,839.00	62,661.02		3,822.02
Highway Administration	2,533.00	3,612.88		1,079.88
Highways and Streets	302,628.00	288,582.88	14,045.12	

Account	Appropriations	Expended	Unexpended Balances	Deficits
Page Road Construction-Art.	180,000.00	180,657.50		657.50
Albuquerque Reconstruction-Art.	112,000.00	107,205.02	4,794.98	
Street Lighting	9,000.00	9,947.05		947.05
Sanitation Administration	29,372.00	32,855.21		3,483.21
Solid Waste Disposal	130,437.00	133,748.08		3,311.08
Health Administration	2,525.00	2,526.03		1.03
Health Agencies	6,300.00	6,300.00		
Vendor Payments -- Welfare	7,500.00	4,263.63	3,236.37	
Cable Committee	201.00	92.57	108.43	
Library	70,510.00	72,206.34		1,696.34
Parks & Recreation	40,343.00	42,950.37		2,607.37
Darrah Bldg. Renovation/Heating-Art.	50,000.00	50,000.00		
Patriotic Purposes	430.00	420.62	9.38	
Conservation	1,318.00	1,207.63	110.37	
Conservation Land Acquisition-Art.	10,000.00	10,000.00		
Int. Tax Anticipation Note	1.00		1.00	
Personnel Administration	72,850.00	69,689.12	3,160.88	
Insurance	80,235.00	71,335.00	8,900.00	
Totals	\$2,371,772.00	\$2,366,618.05	\$58,978.19	\$53,824.24
Net Surplus of Appropriation			\$ 5,153.95	

EXECUTIVE

APPROPRIATION		52,602.00
Selectmen's Salaries	4,030.00	
Adm. Assistant's Salary	48,726.40	
Selectmen's Expenses	900.00	
Adm. Assistant's Expenses	239.22	
EXPENDED		53,895.62
DEFICIT		(1,293.62)

SELECTMEN'S OFFICE EXPENSES

APPROPRIATION		110,291.00
Secretary-Clerks Wages	47,373.51	
Secretary-Clerks Overtime	1,432.43	
Florals/Memorials	132.50	
Town Reports	6,415.50	
Assessing	11,685.65	
Tax Map Update	1,700.00	
Postage and Envelopes	321.93	
Office Supplies	2,459.45	
Printing	1,057.77	
Dues and Subscriptions	2,970.39	
Public Notices and Ads	770.04	
Recording Fees	84.96	
Health Insurance	9,420.24	
Consulting Services/Negotiations	11,005.00	
Software Support Service	1,394.80	
Dental Insurance	522.72	
Short-Term Disability Ins.	355.42	
Equipment Maintenance Contract	2,286.76	
Audit Services	4,935.00	
New Equipment	4,715.02	
Seminars and Conventions	300.00	
Telephone	887.66	
EXPENDED		112,226.75
DEFICIT		(1,935.75)

TOWN CLERK/TAX COLLECTOR EXPENSES

APPROPRIATION		88,754.00
Town Clerk-Tax Collector Salary	36,824.00	
Deputy Town Clerk-Tax Collector Wages	23,343.29	
Deputy Town Clerk-Tax Collector Overtime	2,245.50	
Clerk Wages	14,214.93	
Clerk Overtime	1,404.52	
Microfilming and Binding	1,500.00	
Safety Deposit Box Rental	35.00	
Dog Tags and Licenses	217.52	
Postage and Envelopes	5,072.33	

Office Supplies	1,473.91	
Copier Charges	32.12	
Printing	930.45	
Dues and Subscriptions	53.00	
Recording Fees	448.12	
Mileage and Tolls	700.20	
Health Insurance	5,351.16	
Equipment Repairs & Maintenance	211.25	
Software Support Service	394.80	
Dental Insurance	415.92	
Short-Term Disability Insurance	200.23	
Equipment Maintenance Contract	1,075.84	
New Equipment	458.00	
Seminars and Conventions	712.53	
Telephone	965.93	
EXPENDED		98,280.55
DEFICIT		(9,526.55)

TREASURER & TOWN TRUSTEES

APPROPRIATION		5,722.00
Treasurer Salary	4,628.00	
Town Trustees Salaries	194.00	
Safety Deposit Box Rental	35.00	
Postage and Envelopes	794.40	
Dues & Subscriptions	25.00	
Mileage and Tolls	6.84	
EXPENDED		5,683.24
UNEXPENDED		38.76

BUDGET COMMITTEE

APPROPRIATION		320.00
Copier Charges	34.96	
Public Notices	33.31	
Secretarial Services	250.00	
EXPENDED		318.27
UNEXPENDED		1.73

ELECTION & REGISTRATION

APPROPRIATION		5,719.00
Checklist Supervisors Salary	699.00	
Election Officials Wages	1,678.60	
Ballots	789.46	
Postage and Envelopes	10.00	
Office Supplies	186.19	
Optech Programming	1,348.00	
Sound System Rental	225.00	

Equipment Maintenance Contract	275.00	
New Equipment	9,510.00	
EXPENDED		14,721.25
DEFICIT		(9,002.25)

CEMETERIES

APPROPRIATION		1,800.00
Pinecrest Cemetery	400.00	
Center Cemetery	1,000.00	
Hillcrest Cemetery	400.00	
EXPENDED		1,800.00

GENERAL GOVERNMENT BUILDINGS

APPROPRIATION		30,525.00
Custodian Wages	5,261.14	
Town Hall Custodian Overtime	33.38	
Repairs to Buildings	5,625.00	
Fire Alarm Repairs	540.00	
Equipment Repairs & Maintenance	282.50	
Building Maintenance Supplies	1,041.20	
Lawn Maintenance	1,440.00	
Leased Fire Alarm Line	552.83	
Septic Tank Cleaning	390.00	
Trash Container Services	624.63	
Water System Maintenance	662.25	
HVAC Maintenance Contract	800.00	
Propane Gas – TH/PS	3,248.99	
Town Hall/Darrah Pay Phones	890.78	
Meeting House Electric Heat	1,375.09	
Meeting House Electricity	729.11	
Water Charges – TH/PS	1,167.76	
Town Hall/PD Electricity	8,945.82	
EXPENDED		33,610.48
DEFICIT		(3,085.48)

PLANNING BOARD

APPROPRIATION		25,108.00
Secretary-Clerk Wages	4,014.86	
Postage and Envelopes	230.68	
Office Supplies	203.93	
Copier Charges	50.14	
Printing	342.44	
NRPC Dues	3,750.00	
Public Notices and Ads	349.35	
Recording Fees/Copies	26.00	
Secretarial – Steno Services	1,590.38	
Mileage and Tolls	17.28	

Equipment Repairs & Maintenance	29.97	
NRPC Planner	10,050.00	
Master Plan Update	3,400.00	
Community Profile	500.00	
Seminars and Conventions	106.00	
Telephone	549.70	
EXPENDED		25,210.73
DEFICIT		(102.73)

ZONING BOARD OF ADJUSTMENT

APPROPRIATION		1,253.00
Secretary-Clerk Wages	145.25	
Postage and Envelopes	251.20	
Copier Charges	1.50	
Dues and Subscriptions	56.00	
Public Notices and Ads	243.00	
Secretarial Services	190.00	
Seminars and Conventions	32.00	
EXPENDED		918.95
UNEXPENDED		334.05

LEGAL EXPENSES

APPROPRIATION		43,400.00
Retainer Fees	18,499.96	
Litigation Fees	14,778.71	
Title Research Fees	877.00	
EXPENDED		34,155.67
UNEXPENDED		9,244.33

OTHER GENERAL GOVERNMENT

APPROPRIATION		42,850.00
Dedication Ceremony	200.00	
Document Preservation	6,740.00	
Insulation Darrah Rec. Bldg.	21,000.00	
Y2000 Compliance	15,000.00	
EXPENDED		42,940.00
DEFICIT		(90.00)

POLICE DEPARTMENT

APPROPRIATION		521,714.00
Police Chief Salary	24,311.36	
Lieutenant Wages	43,331.82	
Full Time Officers Wages	157,266.15	
FT Secretary-Dispatchers Wages	26,705.52	
Part Time Officers Wages	26,279.41	
Part Time Secretary Wages	9,685.81	

FT Police Officer Overtime	34,036.24	
Certification/Training Wages	1,011.53	
FT Secretary-Dispatcher Overtime	239.88	
Uniform Allowance	4,112.50	
Office Supplies	2,627.59	
Dues and Subscriptions	1,292.95	
Public Notices and Ads	126.68	
Pre-Employment Physicals	1,117.90	
Photography	608.09	
Health Insurance	36,927.09	
Equipment Repair	374.79	
Vehicle Repairs	5,709.69	
Radio Installation & Repairs	40.50	
Minor Tools and Supplies	497.90	
Uniforms and Accessories	14,121.64	
Radar Certification	84.12	
Equipment Rental	704.39	
DWI-Medical Charges	16.00	
Dental Insurance	3,915.48	
Tires	1,581.33	
Short-Term Disability Insurance	1,331.90	
Equipment Maintenance	853.44	
Union Negotiations/Arbitration	4,410.81	
Communication Equipment Maintenance	3,229.52	
Dispatch Service Contract	12,558.75	
Gas and Oil	8,622.90	
New Equipment	26,992.79	
Cruiser Purchase	45,347.51	
Seminars and Conventions	260.00	
Firearms Training Equipment	211.00	
Community Relations	286.91	
Telephone	10,185.32	
EXPENDED		511,017.21
UNEXPENDED		10,696.79

POLICE SPECIAL DETAIL

APPROPRIATION		7,001.00
Special Detail Wages	3,450.00	
EXPENDED		3,450.00
UNEXPENDED		3,551.00

POLICE GRANTS

APPROPRIATION		1,700.00
Grant Expenses	1,590.00	
EXPENDED		1,590.00
UNEXPENDED		110.00

PEST CONTROL

APPROPRIATION		10,329.00
Animal Control Officer Wages	7,950.00	
Kennel Repairs & Maintenance	9.59	
Dues and Licenses	50.00	
Minor Tools and Supplies	194.57	
Food and Accessories	45.98	
Veterinarian Services	33.00	
Adoption/Euthanasia	17.25	
Electricity	2,217.29	
EXPENDED		10,517.68
DEFICIT		(188.68)

FIRE DEPARTMENT

APPROPRIATION		235,652.00
Fire Chief Salary	612.00	
Full Time Firefighter Wages	66,882.94	
Part Time Firefighter Wages	34,324.05	
Full Time Firefighter Overtime	9,377.50	
Coverage for FT Firefighters	4,964.99	
Repairs to Station	3,450.00	
Postage and Envelopes	11.35	
Office Supplies	525.96	
Copier Charges	98.80	
Printing	107.08	
Dues & Subscriptions	435.92	
Photography	78.20	
Health Insurance	9,432.12	
Provisions	166.87	
Equipment Repairs	1,596.89	
Vehicle Repairs	14,096.16	
Radio Installation & Repairs	2,273.03	
Minor Tools and Supplies	189.17	
Medical Supplies	424.80	
Uniform and Accessories	1,181.69	
Building Maintenance Supplies	1,028.42	
Oxygen Tank Refills	110.00	
Foam & Extinguisher Supplies	2,136.20	
Dental Insurance	677.28	
Tires	667.00	
Short-Term Disability Insurance	380.63	
Dispatch Service Contract	2,500.00	
Scott Air Pack Maintenance	1,079.77	
Gas and Oil	1,790.56	
Fire Station Heating Oil	1,071.16	
New Equipment	22,332.66	
Fire Truck Lease	48,608.00	

Seminars and Conventions	1,085.38	
Training	2,165.84	
Community Relations	723.25	
Telephone	6,274.41	
Fire Station Electricity	3,572.43	
EXPENDED		246,432.51
DEFICIT		(10,780.51)

EMERGENCY MANAGEMENT

APPROPRIATION		4,010.00
District Assessment	3,500.00	
New Equipment	375.00	
EXPENDED		3,875.00
UNEXPENDED		135.00

EMERGENCY PLANNING GRANTS

APPROPRIATION		500.00
UNEXPENDED		500.00

AMBULANCE

APPROPRIATION		15,500.00
Subsidy Contract Fee	14,513.19	
Ambulance Charges	1,200.00	
EXPENDED		15,713.19
DEFICIT		(213.19)

BUILDING INSPECTION

APPROPRIATION		58,839.00
Code Enforcement Salary	46,300.48	
Temporary Inspector Wages	5,040.00	
Postage and Envelopes	6.00	
Office Supplies	220.37	
Copier Charges	28.96	
Printing	283.73	
Dues and Subscriptions	546.81	
Vehicle Repairs	47.02	
Drawings/Blueprints	50.70	
Code Materials	307.98	
Dental Insurance	415.92	
Short-Term Disability Insurance	205.20	
Gas and Oil	690.73	
New Equipment	1,181.00	
Vehicle Lease/Purchase	5,276.51	
Seminars and Conventions	448.75	
Telephone	1,610.86	
EXPENDED		62,661.02
DEFICIT		(3,822.02)

HIGHWAY ADMINISTRATION

APPROPRIATION		2,533.00
Road Agent Salary	572.00	
Postage and Envelope	26.95	
Office Supplies	126.46	
Copier Charges	14.46	
Printing	475.10	
Dues and Subscriptions	234.40	
Public Notices and Ads	208.08	
Seminars/Conventions	250.78	
Telephone	1,704.65	
EXPENDED		3,612.88
DEFICIT		(1,079.88)

HIGHWAYS AND STREETS

APPROPRIATION		302,628.00
Workmen Wages	22,710.19	
Workmen Overtime	2,959.68	
Building Maintenance & Repairs	31,698.75	
Equipment Repair & Maintenance	3,213.46	
Vehicle Repairs & Maintenance	4,507.05	
Minor Tools and Supplies	1,302.26	
Uniform Maintenance	473.70	
Building Maintenance and Supplies	91.36	
Drawings and Blueprints	801.25	
Salt	42,810.41	
Sand and Gravel	9,680.72	
Asphalt and Cold Patch	19,884.68	
Plow and Spreader Repairs	17,021.00	
Roadside Mowing/Clearing	4,330.00	
Signs, Posts and Accessories	3,809.64	
Road Maintenance/Improvement	6,953.27	
Pavement Striping	4,765.01	
Equipment Rental	4,050.00	
Tree Removals	1,197.50	
Road Sweeping	3,885.70	
Tires	462.24	
Gravel Road Shoulders	1,635.00	
Catch Basin Maintenance	7,605.00	
Catch Basin Replacement	15,478.67	
Equipment Maintenance	1,602.53	
Consulting Engineer	8,210.22	
Communications Equipment Maintenance	12,552.00	
Equipment Hire	40,542.97	
State Work Release Program	435.06	
Gas and Oil	2,175.17	

Propane Gas – Garage Heat	1,099.48	
New Equipment	9,539.00	
Safety Equipment	49.19	
Electricity	1,050.72	
EXPENDED		288,582.88
UNEXPENDED		14,045.12

STREET LIGHTING

APPROPRIATION		9,000.00
Monthly Fees and Installation	9,947.05	
EXPENDED		9,947.05
DEFICIT		(947.05)

SANITATION ADMINISTRATION

APPROPRIATION		29,372.00
Facility Manager Wages	30,883.33	
Facility Manager Overtime	664.56	
Copier Charges	7.32	
Dues and Subscriptions	500.00	
Mileage and Tolls	13.20	
Operations and License Fees	350.00	
Telephone	436.80	
EXPENDED		32,855.21
DEFICIT		(3,483.21)

SOLID WASTE DISPOSAL

APPROPRIATION		130,437.00
Assistant Manager Wages	14,664.50	
Assistant Manager Overtime	267.03	
Laborers Wages	32,471.50	
Laborers Overtime	570.54	
Building Maintenance Repairs	4,538.32	
Equipment Repairs & Maintenance	10,068.92	
Minor Tools & Supplies	511.82	
Uniform Maintenance	1,771.34	
Building Maintenance Supplies	85.84	
Signs/Posts/Accessories	128.00	
Bulldozing, Gravel/Fill	1,827.15	
Ash Disposal Expenses	8,471.99	
Disposal Expenses-Recyclables	3,386.19	
Tire Disposals	454.00	
Septic Tank Cleaning	169.00	
Demolition Materials Disposal	30,261.52	
Residential Hazardous Material	3,756.00	
Tire Purchases/Loader	1,994.25	

Gas and Oil	680.71	
Incinerator Fuel Oil	8,125.15	
Propane Gas - Building Heat	196.36	
New Equipment	65.20	
Recycling Improvements	1,476.94	
Electricity	7,805.81	
EXPENDED		133,748.08
DEFICIT		(3,311.08)

HEALTH ADMINISTRATION

APPROPRIATION		2,525.00
Health Officer Salary	1,006.00	
Postage and Envelopes	30.00	
Office Supplies	31.47	
Copier Charges	4.74	
Dues and Subscriptions	40.00	
Vehicle Repairs	21.77	
Water Analysis	436.00	
Gas and Oil	106.47	
Telephone	849.58	
EXPENDED		2,526.03
DEFICIT		(1.03)

HEALTH AGENCIES

APPROPRIATION		6,300.00
Nashua Community Council	500.00	
Visiting Nurses Association	5,500.00	
St. Joseph's Community Service	300.00	
EXPENDED		6,300.00

VENDOR PAYMENTS - WELFARE

APPROPRIATION		7,500.00
Housing	1,275.14	
Groceries/Household	975.06	
Utilities	1,343.43	
Medical	30.00	
Transportation	640.00	
EXPENDED		4,263.63
UNEXPENDED		3,236.37

CABLE ADVISORY COMMITTEE

APPROPRIATION		201.00
Office Supplies	40.97	
Equipment Repairs and Maintenance	51.60	
EXPENDED		92.57
UNEXPENDED		108.43

LIBRARY

APPROPRIATION		70,510.00
Library Director Salary	25,576.64	
Assistant Librarian Wages	10,363.75	
Library Assistant Wages	4,704.18	
Children's Librarian Wages	4,900.77	
Custodian Wages	2,873.38	
Postage and Envelopes	18.05	
Dues and Subscriptions	70.00	
Public Notices and Ads	412.50	
Health Insurance	3,010.14	
Equipment Repairs and Maintenance	679.92	
Building Maintenance Supplies	120.33	
Sidewalk Snow Removal	105.00	
Library Supplies	1,357.62	
Dental Insurance	311.94	
Short-Term Disability Insurance	122.10	
Automation Supplies	475.95	
Reference Media	217.00	
Equipment Maintenance Contract	416.00	
Heating Oil	587.83	
New Equipment	5,000.00	
Books and Media	7,665.43	
Seminars and Conventions	105.00	
Community Programs	162.50	
Story Time Expenses	69.35	
Telephone	665.34	
Electricity	2,215.62	
EXPENDED		72,206.34
DEFICIT		(1,696.34)

PARKS AND RECREATION

APPROPRIATION		40,343.00
Summer Program Wages	19,035.10	
Summer Program Overtime	500.16	
Lifeguard/Swimming Instructor	1,389.50	
Medical Staff Wages	450.00	
Building Repairs & Maintenance	299.36	
Copier Charges	4.78	
Dues and Subscriptions	20.00	
Public Notices	243.55	
Equipment Repairs and Maintenance	800.48	
Minor Tools and Supplies	61.76	
Field Maintenance	3,510.59	
Rental – Chemical Toilet	1,382.14	
Skate Park	480.12	
Security Monitoring Contract	456.24	

Mowing	2,200.00	
New Equipment	630.62	
Field Improvements	149.84	
Seminars and Meetings	98.00	
Youth Basketball	2,983.10	
Girls Softball	2,289.50	
Adult Volleyball	79.48	
Summer Program	1,332.66	
New Program Expenses	257.00	
Telephone	619.64	
Electricity	2,468.02	
Roy Memorial Park - Water	1,208.73	
EXPENDED		42,950.37
DEFICIT		(2,607.37)

PATRIOTIC PURPOSES

APPROPRIATION		430.00
Printing	13.03	
Flags and Holders	249.59	
Flowers	86.00	
Marching Band/Bugler	25.00	
Refreshments and Prizes	47.00	
EXPENDED		420.62
UNEXPENDED		9.38

CONSERVATION

APPROPRIATION		1,318.00
Postage and Envelopes	26.55	
Office Supplies	40.00	
Copier Charges	15.96	
Dues and Subscriptions	225.00	
Mileage and Tolls	38.97	
Photography	37.62	
Wetland Study	137.64	
Property Management	142.65	
Wildlife Sanctuary Lease	1.00	
Annual Meeting/Seminars	90.00	
Youth Fishing Derby	450.00	
Town Cleanup Day	2.24	
EXPENDED		1,207.63
UNEXPENDED		110.37

INTEREST TAX ANTICIPATION NOTE

APPROPRIATION		1.00
Interest Charge		0.00
UNEXPENDED		1.00

PERSONNEL ADMINISTRATION

APPROPRIATION		72,850.00
Unemployment Coverage Expense	1,078.49	
FICA Contributions Expense	33,096.15	
Medicare Contributions Expense	11,912.81	
Employee Retirement Expense	9,418.22	
Police Retirement Expense	9,818.88	
Firefighter Retirement Expense	4,364.57	
EXPENDED		69,689.12
UNEXPENDED		3,160.88

INSURANCE

APPROPRIATION		80,235.00
Workmen's Compensation	27,022.00	
Public Official Liability	10,728.00	
General Liability & Property	13,121.00	
Boiler & Machinery	1,296.00	
Umbrella	1,700.00	
Vehicles	16,333.00	
Surety Bonds	1,135.00	
EXPENDED		71,335.00
UNEXPENDED		8,900.00

WARRANT ARTICLES

APPROPRIATION		352,000.00
Page Road Reconstruction	180,657.50	
Albuquerque Reconstruction	107,205.02	
Darrah Building Heating	50,000.00	
Conservation Land Acquisition	10,000.00	
EXPENDED		347,862.52
UNEXPENDED		4,137.48

HIGHWAY BLOCK GRANT FUND

Fund Balance – 12/31/97		185,020.42
1998 Revenues		115,389.83
Available Funds – 1998		300,410.25
Project Payments:		
Page Road and Albuquerque		185,000.00
Fund Balance – 12/31/98		115,410.25

OUTSTANDING BILL PAYMENTS

1997 Outstanding Payroll		8,033.10
1997 Town Hall Construction		136,580.52
1997 Police Station Construction		105,759.04

1997 TCTC Computer Purchase	9,199.50
1997 Selectmen's Expenses	1,400.00
1997 Moore's Falls Land Survey	1,570.00
1997 Town Road Maintenance	811.00
1997 Ambulance Charges	735.10
1997 Fire Department Expenses	857.84
1997 Library Expenses	737.83
1997 Defibrillator Purchase	3,500.00
1997 Police Department Expenses	187.44
1997 Solid Waste Expenses	6,868.16
1997 Street Lights	18.25
1997 Contingency Expenses	39,757.00
1997 TCTC Expenses	29.76
1997 Legal Expenses	432.00
Total Payments	316,476.54

PAYMENTS TO SCHOOL DISTRICT

1997-1998 School Appropriation		3,018,495.00
1998-1999 School Appropriation	8,308,261.00	
Payments to School District	4,459,000.00	
Balance Due District		3,849,261.00

COUNTY TAX

Hillsborough County Treasurer	561,838.00
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PAYMENTS TO STATE

Marriage Licenses/Records Fees	1,675.00	
Dog License & Control Fees	1,886.50	
Total Payments		3,561.50

DISCOUNTS, ABATEMENTS & REFUNDS

Property Tax Abatements	8,719.36	
Property Tax Overpayment Refunds	35,736.69	
Property Tax Interest Refund	23.83	
MV Registration Refunds	198.00	
Replacement Checks	138.50	
Dog License Refund	24.50	
Summer Camp Program Refund	132.00	
Total Abatements & Refunds		44,972.88

OPERATING TRANSFERS OUT

PD Union Dues	2,600.82
BCBS Health Insurance Premiums	10,009.23
MTHP Health Insurance Premiums	9,411.52
Colonial Insurance Premiums	873.00
Delta Insurance Premiums	1,198.85
FICA Employee Contributions	33,096.81
Medicare Employee Contributions	11,912.87
Employee Retirement Contributions	11,166.39
Police Retirement Contributions	24,398.56
Firefighter Retirement Contributions	7,048.69
Employee Withholding Taxes	106,683.78
Engineering Escrow Payments	15,782.98
Crowell Offsite Payments	6,658.60
Court Witness/Jury Mileage Fees	252.79
Recoverable Expenses	17.10
Retirees Insurance Premiums	7,264.26
Conservation Land Fund/Land Use Tax	4,834.00
Meeting House Electricity Reimbursement	740.39
Total Transfers	253,950.64

REPORT OF THE TRUST FUNDS OF LITCHFIELD ON DECEMBER 31, 1998

Date of Creation	Name of Trust Fund	Purpose of Trust Fund	How Invested	PRINCIPAL					INCOME				Grand Total of Principal & Income at End of Year	
				Balance Beginning Year	New Funds Created	Cash Gains or (Losses) on Securities	With-drawals	Balance End Year	Balance Beginning Year	Income During Year Percent	Expended During Year			
	Hillcrest Cemetery	Lot												
1926	Charles Parker	Maintenance	Common Trust	103.18				103.18	3.9	12.02	11.70	176.16	279.34	
1944	Zoe Whittemore	"	"	110.02				110.02	4.2	12.92	12.60	163.48	273.50	
1952	J.A. Corning/G. Watts	"	"	109.55				109.55	4.2	12.92	12.60	123.05	232.60	
1952	Franklin E. Bancroft	"	"	236.00				236.00	9.0	27.70	27.00	589.90	825.90	
1956	E. L. Schneider	"	"	109.86				109.86	4.2	12.92	12.60	136.46	246.32	
1960	Charles Leach	"	"	108.84				108.84	4.2	12.92	12.60	83.34	192.18	
1965	D & W McQuesten	"	"	108.99				108.99	4.2	12.92	12.60	102.85	211.84	
1965	J & C McQuesten	"	"	108.52				108.52	4.1	12.62	12.30	96.79	205.31	
1966	Herbert Leach	"	"	108.44				108.44	4.1	12.62	12.30	70.65	179.09	
1967	B & P Souriolle	"	"	108.28				108.28	4.1	12.62	12.30	63.13	171.41	
1967	William & Gladys Locke	"	"	216.57				216.57	8.2	25.24	24.60	501.52	718.09	
1970	Harold Hopwood	"	"	300.00				300.00	11.4	35.08	34.20	737.13	1,037.13	
1978	Raymond Staples	"	"	500.00				500.00	19.0	58.48	57.00	1,012.52	1,512.52	
1987	J & C McQuesten	"	"	400.00				400.00	15.2	46.78	45.60	123.79	523.79	
TOTAL				2,628.25				2,628.25	100	307.76	300.00	3,980.77	6,609.02	

PRINCIPAL												INCOME			Grand Total of Principal & Income at End of Year
Date of Creation	Name of Trust Fund	Purpose of Trust Fund	How Invested	Balance Beginning Year	New Funds Created	Cash Gains or (Losses) on Securities	With- drawals	Balance End Year	Balance Beginning Year	Income During Year	Expended During Year	Balance End Year			
1985	Capital Reserve	Town Celebration	US Govt Securities	1,000.00				1,000.00	766.28	83.54		849.82	1,849.82		
1946	Selah Bixby	Library Use	Common Trust	111.68				111.68	249.26	5.1	17.18	266.44	378.12		
1947	John Kennard	"	"	546.77				546.77	592.28	15.9	53.54	645.82	1,192.59		
1968	Robert Chase	"	"	2,693.32				2,693.32	2,923.79	79.0	266.03	3,189.82	5,883.14		
				3,351.77				3,351.77	3,765.33	100	336.75	4,102.08	7,453.85		
	Aaron Cutler	Library Maintenance	US Govt. Sec. Stocks	14,237.03 18,955.75		2.12		14,239.15 18,955.75	22,567.70	1,811.50 3,269.00		27,648.20	41,887.35 18,955.75		
				33,192.78		2.12		33,194.90		5,080.50			60,843.10		
		Lot													
	Pinecrest Cemetery	Maintenance	Common Trust												
1938	Mary Marsh	"	"	109.63				109.63	331.94	1.8	18.38	339.32	448.95		
1945	Alphonse Powers	"	"	110.18				110.18	355.35	1.8	18.38	362.73	472.91		
1946	Selah Bixby	"	"	1,680.00				1,680.00	5,679.70	27.0	275.71	5,800.41	7,480.41		
1959	Matthew Campbell	"	"	108.84				108.84	281.77	1.7	17.37	288.14	396.98		
1962	George Richardson	"	"	108.68				108.68	258.38	1.7	17.37	264.75	373.43		
1965	Mark Campbell	"	"	109.23				109.23	285.15	1.8	18.38	292.53	401.76		
1969	Warren Goodspeed	"	"	3,988.47				3,988.47	8,305.83	64.2	655.62	8,939.45	12,927.92		
	TOTAL			6,215.03				6,215.03	15,498.12	100	1,021.21	16,287.33	22,502.36		

REPORT OF THE COMMON TRUST FUND INVESTMENTS OF THE TOWN OF LITCHFIELD ON DECEMBER 31, 1998

HOW INVESTED		PRINCIPAL			INCOME		
No. of Shares or Other Units	Description of Investment	Balance Beginning Year	Proceeds From Sales	Balance End Year	Income During Year	Expended During Year	Grand Total of Principal & Income at End of Year
	Pinecrest Cemetery	6,215.03		6,215.03	1,021.21	232.00	22,502.36
	Hillcrest Cemetery	2,628.25		2,628.25	307.76	300.00	6,609.02
	Library Common Trust	3,351.77		3,351.77	336.75		7,453.85
	Aaron Cutler Stock						
371	AT&T Common	18,955.75		18,955.75	489.72		
148	Air Touch Communications						
440	Ameritech				528.00		
522	Bell Atlantic				803.88		
332	Bell South				478.08		
240	Lucent Technologies				37.80		
23,1875	NCR						
660	Southwestern Bell				610.52		
152	U.S. West		2.12*		321.00		
148	U.S. West Media Group						
		18,955.75		18,955.75	3,269.00		

*Added to Bank Book Principal

INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL STRUCTURE BASED ON AN AUDIT OF GENERAL PURPOSE FINANCIAL STATEMENTS

To the Board of Selectmen
Town of Litchfield, New Hampshire

We have audited the general purpose financial statements of the Town of Litchfield, New Hampshire as of and for the year ended December 31, 1998, and have issued our report thereon dated February 10, 1999.

We conducted our audit in accordance with generally accepted auditing standards. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the general purpose financial statements are free of material misstatement.

The management of the Town of Litchfield, New Hampshire is responsible for establishing and maintaining an internal control structure. In fulfilling this responsibility, estimates and judgments by management are required to assess the expected benefits and related costs of internal control structure policies and procedures. The objectives of an internal control structure are to provide management with reasonable, but not absolute, assurance that assets are safeguarded against loss from unauthorized use or disposition, and that transactions are executed in accordance with management's authorization and recorded properly to permit the preparation of general purpose financial statements in accordance with generally accepted accounting principles. Because of inherent limitations in any internal control structure, errors or irregularities may nevertheless occur and not be detected. Also, projection of any evaluation of the structure to future periods is subject to the risk that procedures may become inadequate because of changes in conditions, or that the effectiveness of the design and operation of policies and procedures may deteriorate.

In planning and performing our audit of the general purpose financial statements of the Town of Litchfield, New Hampshire for the year ended December 31, 1998, we obtained an understanding of the internal control structure. With respect to the internal control structure, we obtained an understanding of the design of relevant policies and procedures and whether they have been placed in operation, and we assessed control risk in order to determine our auditing procedures for the purpose of expressing our opinion on the general purpose financial statements and not to provide an opinion on the internal control structure. Accordingly, we do not express such an opinion.

Our consideration of the internal control structure would not necessarily disclose all matters in the internal control structure that might be material weaknesses under standards established by the American Institute of Certified Public Accountants. A material weakness is a condition in which the design or operation of one or more of the internal control structure elements does not reduce to a relatively

low level the risk that errors or irregularities in amounts that would be material in relation to the general purpose financial statements being audited may occur and not be detected within a timely period by employees in the normal course of performing their assigned functions. We noted no matters involving the internal control structure and its operation that we consider to be material weaknesses as defined above.

This report is intended for the information of management and the Board of Selectmen. However, this report is a matter of public record, and its distribution is not limited.

Vachon, Clukay & Co., PC

February 10, 1999

**ANNUAL REPORT
OFFICE OF THE SELECTMEN**

The Board of Selectmen are pleased to make this annual Report to the citizens of Litchfield. Indeed, the past year was extremely productive thanks to our new facilities at Two Liberty Way, and the hard work and dedication of our town employees, elected officials, and volunteers. The following were the assignments of each selectmen for 1998:

Thomas Levesque —

Chairman of the Board of Selectmen
Selectmen's Representative to the Planning Board
Liaison to the Fire Department

John Devereaux —

Vice-Chairman of the Board of Selectmen
Selectmen's Representative to the Budget Committee
Selectmen's Representative to the Conservation Commission
Selectmen's Representative to the Cable Committee
Negotiator for Town Cable Contract
Town Representative to the Area HAZMAT Board of Directors
Preservation of Farmland Committee

M. Patricia Jewett —

Nashua Regional Planning Commission Representative
Welfare Officer
Selectmen's Representative to the School Building Committee
Community Profile Committee
Preservation of Farmland Committee
Economic Development Committee
Hazardous Waste Collection Coordinator

John Lazzaro —

Selectmen's Representative to the Recreation Committee
Liaison to the Town Clerk's Office
Cable Committee
Chairman of the Meeting House Committee

John Pinciario —

Liaison to the Police Department
Negotiator for the Police Union Contract
Liaison to the Solid Waste Committee
Chairman of the Construction of the Town Complex

The beginning of the year was marked by the opening and dedication of the new Town Hall-Police Station. Many local, State, and Federal dignitaries were present for the dedication including representatives from our sister town of Litchfield, Maine. A special "Thank You" goes to the Building Committee for the long hours invested in this project, and to all departments for a seamless transition from the Old Town Hall to the New Town Complex.

Several challenges were met by the Board of Selectmen this year, but none were as important as finding a new Police Chief. We were very fortunate to receive so many qualified applicants from so many different parts of the country, as well as from within our own Police Department. However, no applicant brought as much experience as our new Police Chief, Thomas Iverson (sworn in on June 22, 1998).

Another challenge was to decide what to do with the Meeting House (formerly known as the Old Town Hall). After an extensive investigation by the Meeting House committee and the Board of Selectmen, it was decided to lease the building to the Historical Society. Details of the lease were ironed out throughout the year, and the Board of Selectmen anticipate that these details will be presented in a warrant article for the March 1999 ballot. In the meantime, the Historical Society has provided the town many interesting and educational presentations at the Meeting House, and has kept the Meeting House warm and preserved instead of cold and vacant.

Another challenge for the Board of Selectmen was to update and distribute the Town Employee Handbook. After extensive work had been invested, a new committee (made up mostly of our town department heads) was formed to help complete the project. The new Town Employee Handbook is expected to be completed and distributed in the early Spring of 1999.

Although the economy improved considerably in 1998, the town received a significant number of welfare cases. The Board of Selectmen would like to thank the Boy Scouts, the Litchfield Women's Club, and the Community church for their support and generous assistance this year.

Again, additional work loads have been added to our incinerator as more families used the solid waste facility. The employees at the incinerator continue to handle the increase in an efficient manner. We also appreciate all the townspeople that use the facility in the appropriate manner, and who are serious about recycling. Please remember the other three R's: Reduce, Reuse, and Recycle. Litchfield also took part in the monthly Hazardous Waste Collection days in Nashua, and this service will again be available in 1999 from April 1st through November.

Mother Nature was kind to the highway department in 1998 with very few snow and ice storms. During the year, Page Road was completely overlaid and reconstructed. Also, a portion of Albuquerque Avenue was reconstructed from Pinecrest Road to Wren Street.

In September, the Board of Selectmen approved the transfer of the Cable franchise from Americable to Harron Communications. Litchfield continues its membership in the cable consortium with Hudson and Milford. The consortium plans to renew franchise contract negotiations with Harron in early 1999.

Litchfield continues to be a great town in which to live, and much credit goes to all the volunteers that have worked to make it this way. Neither town, nor school could afford to pay for all the hours that were donated in 1998. To all the committees and boards of Litchfield, the Board of Selectmen wishes to thank you for your service to our community. To the Town Employees, we offer a "Thank you" for a job well done.

As in the past, the Board of Selectmen extends an invitation for each Town resident to attend at least one Board meeting in 1999. In representing the citizens of Litchfield, we need your input, for no one should be expected to govern effectively in a vacuum.

Sincerely,

Thomas Levesque, Sr., Chairman
John Devereaux, Vice Chairman
M. Patricia Jewett
John Lazzaro
John Pinciario

1998 ANNUAL REPORT OF THE ANIMAL CONTROL OFFICER

Residents of the Town of Litchfield:

This report summarizes the activities of the Litchfield Animal Control Department for the calendar year 1998.

As animal control officer I report to the Chief of Police. My duties include but are not limited to enforcing all local ordinances and State laws governing animals. This includes investigating all animal complaints and taking appropriate action, which could be a warning, court action or even detaining an animal until the owner complies with the laws. I am also responsible for presenting my budget to the Chief of Police, Selectmen and Budget Committee.

At the present time I use my own vehicle to patrol the town looking for violations of animal laws that would include dogs running at large and unlicensed dogs. I also transport stray animals to shelters, pick up animal supplies and transport animals to the Health Lab in Concord for rabies testing. Total mileage used from January to November 1998 was 9,658, a cost factor of \$195.00 for gas.

Some of the most common calls handled are: Dogs running at large, dogs barking and disturbing the peace, animal bites, animal attacks, feral cats, animals hit by motor vehicles, animal abuse, and wild animal calls. The wild animal calls would be skunks or raccoons out during the day acting unusual; Squirrels, snakes, etc. inside of homes.

My other duties include maintaining and repairing the town animal shelter, which is located on Incinerator Road.

During this past year I have been able to save the town money by finding a shelter that would receive our unclaimed animals at no cost. It is unknown how long they will continue to do this for us. A pet store has donated a large amount of food for our shelter that saved us money this year, but again we do not know how long they will be willing to continue this generous donation.

The town receives a financial income generated by Summons issued for violations and from kennel fees for the care of animals held at the town shelter.

The animal shelter is in need of general repairs. One of my main goals for the coming year is to paint the shelter.

At this time I would like to remind all dog owners that you have to license your pets by April 30, 1999 with the Town Clerk. Prior to registering your dog, it must have a current rabies vaccination. Cat owners please make sure your pets have their current rabies vaccination shots also.

Please do not touch, feed or adopt any stray animal that you may come across. These animals could be diseased and infect a human. We had a problem in town with feral cats. These are cats that do not have a home and become wild. One female cat and her offspring can produce 420,000 cats in 7 years. It is these type of cats, never touched by humans that carry diseases. If you know of or are currently feeding feral cats, please call and I will work with you to correct the problem. Remember, if you get too close to a stray animal and it scratches or bites you and we are unable to find or catch it, you will have to go through a series of rabies shots.

If you have any animal questions, complaints or suggestions please call me at the Litchfield Police Department at 424-4047.

Respectfully submitted,
Gerald Pilon
Animal Control Officer

1998 Animal Control Officers Statistical Report

Civil Summons	Total	Revenue
Dogs running at large	32	\$ 800.00
Unlicensed dogs	02	50.00
Nuisance	05	125.00
Vicious	03	300.00
Menace	01	50.00
Kennel Fees		402.00
		<hr/>
		Total \$1,727.00

Warnings	Total	Other Calls	Total
Dogs running at large	48	Dog bites	14
Unlicensed dogs	37	Cat bites/scratches	02
Nuisance	02	Rabbit scratches	01
Vicious	04	Skunk attacks dog	01
Menace	01	Animals tested for rabies	06
Dogs picked up running		Dogs hit by motor vehicles	08
At large	80	Feral cats	15
		Stray cats	06
Wild animal calls		Cats in a tree	03
		Dogs left in motor vehicles	02
Raccoons	11	Unclaimed dogs	08
Skunks	16	Dogs taken to MSPCA	06
Squirrels	02	Dog adoptions	01
Woodchucks	03	Euthanasia of dogs	01
Snakes	03		
Turkey	01		
Fox	01		
Turtles	01		

At the end of 1997 there were 1,104 dogs licensed in Litchfield. At the end of 1998 there were 1,189 dogs licensed in Litchfield.

Respectfully submitted,
Gerald Pilon
Animal Control Officer

BUILDING DEPARTMENT

REPORT OF THE CODE ENFORCEMENT OFFICER – 1998

There were seven hundred and forty (740) permits issued during the year 1998 and were classified as follows:

Description	No. of Permits	Estimated Valuation
Single Family Dwellings	71	\$13,490,000.00
Two Family Dwellings	2	\$ 430,000.00
Utility Storage Buildings	18	\$ 18,000.00
Additions, Alterations, Renovations	37	\$ 222,000.00
Breezeways & Garages	20	\$ 300,000.00
Detached Garages	1	\$ 7,500.00
Farm Buildings	0	\$.00
Swimming Pools	20	\$ 240,000.00
Decks & Porches	28	\$ 168,000.00
Demolition	1	\$.00
Signs (Temporary)	1	
Signs (Permanent)	0	\$.00
Business & Education Buildings	1	\$ 150,000.00
Commercial Alterations/Renovations	4	\$ 400,000.00
Chimneys & Fireplaces	77	\$ 462,000.00
Electrical	189	\$ 1,134,000.00
Plumbing	94	\$ 564,000.00
Heating Systems	74	\$ 518,000.00
Foundations	1	\$ 4,000.00
Greenhouse	0	\$.00
Temporary Mobile Home	1	\$.00
Trench Permits	2	\$.00
Occupancy Permits	74	
Re-Inspections	24	\$ 180.00
	<u>740</u>	

Total estimated cost on completion of construction	\$18,107,680.00
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Permit Fees Received and Returned to the General Fund	\$ 74,240.10
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Administered, collected and recorded school, road, municipal, library, and recreation impact fees received and placed in escrow	\$ 52,011.60
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Total Fees	\$126,251.70
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Respectfully Submitted,

Roland E. Bergeron
Code Enforcement Officer

BUILDING DEPARTMENT

ADMINISTRATION AND STATISTICAL REPORT – 1998

Violations Notices	5
Court Cases	0
Registered Complaints	108
Scheduled and Unscheduled Inspections and Re-Inspections	1,500
Telephone Calls Received for Information and Radio Dispatching	8,000
Informational Assistance given to Walk-Ins	1,800
Inspect and approved PSNH Electrical Service drops for Temporary and Permanent Electrical Service	387
Community Juvenile Supervised Worked Services Administered for Nashua District Court	1

1998 ANNUAL REPORT OF THE LITCHFIELD CABLE COMMITTEE

I am pleased to offer the first annual summary activities that have been conducted by the Litchfield Cable Committee during the 1998 year. The Litchfield Cable Committee has been in existence for five years and during this time has conducted a variety of activities for the community at large. The dedication, cooperation, and enthusiasm of each committee member is to be commended. In submitting this summary, I will attempt to review the highlights of the past year, as well as take a critical look at the upcoming year and goals that the committee has developed. The report that follows is a brief synopsis of the past year including a review of accomplishments, goals and concerns raised by the committee.

A major goal for the Litchfield Cable Committee has been to establish a charter as charged by the Litchfield Board of Selectmen. The charter included the establishment of ground rules, committee membership composition, long and short term goals and the selection of a chairperson for the committee. The Litchfield Cable committee was able to develop an initial training program for citizens of Litchfield. Invitations were sent to all town departments, civic organizations and school personnel encouraging them to send individuals to the training sessions in order to learn to utilize the video equipment that is owned by the town of Litchfield. This equipment was acquired through funds made available from Americable to the town of Litchfield, and the Litchfield Cable Committee was responsible for assisting in the selection and purchase of the equipment.

Closely associated with this effort, the Litchfield Cable Committee developed a set of rules and regulations for public use of equipment. The Litchfield Cable Committee encourages the residents of Litchfield to become more actively involved in utilization of the equipment for the production of live broadcasts and/or the taping of local events. A second highlight of the past year was the taping and airing of many important town and school functions and meetings such as the Annual Litchfield School District Meeting, the Annual Town Meeting and several requests from the school district to tape forums, meetings and events related to school issues.

In addition to the above mentioned, the Litchfield Cable Committee worked in collaboration with the Litchfield Board of Selectmen in the negotiations with Americable as discussions were held regarding contract renewal. Time and effort were also put forth in the oversight and review of conditions as the town of Litchfield transferred the cable contract from Americable to the new provider Harron Cable Company. It is the opinion of the Litchfield Cable Committee that the results of this transfer will be a positive venture for the cable subscribers of Litchfield and the committee looks forward to working with Harron Cable Company during the upcoming year.

In looking ahead to upcoming events and goals for the future, the Litchfield Cable Committee is pleased to report that there is a full agenda of activities and plans. First and foremost for the committee is the need to identify a facility/location

and studio for production and broadcasting of all productions. At this time the cable committee has had several discussions with the selectmen regarding use of the old Town Hall, the storage shed behind the town hall and they are currently exploring options to locate a studio with the newly proposed Campbell High School. The committee is also striving to ensure that there will soon be live access to all public meetings through the Harron Cable System. The Litchfield Cable Committee continues to work cooperatively with other local communities such as Hudson and Londonderry to obtain suggestions and technical assistance on how to best reach this goal. During the upcoming year, the Litchfield Cable Committee will again be responsible for working cooperatively with the Board of Selectmen in negotiating a contract with the new provider Harron Cable Company. One of the most important roles of the Litchfield Cable committee is to review suggestions and concerns brought forth by the cable subscribers of Litchfield. It is the mission of the committee to work with the citizens to bring about program improvements, in addition to ensuring that quality services are provided to the cable subscribers of the town.

In closing, let me say that the successes and accomplishments of the Litchfield Cable Committee can be attributed to the dedication and skills of the committee members. Their efforts are certainly appreciated and well recognized and I look forward to working with them during the upcoming year. As the chairperson of the committee I know I speak on behalf of the members when I say that we would welcome and encourage interested citizens to become active participants in training sessions and/or volunteering their time to assist in the taping and production of local programming. In summary I can easily say that The Litchfield Cable Committee has had a very successful and productive year. I am fortunate to work with such a dedicated group of individuals and can only hope that the community and the board of selectmen will continue to support our goals and the hard work put forth to ensure quality cable programming for the town of Litchfield.

Sincerely,

John Beaulieu
Chairperson
Litchfield Cable Committee

ANNUAL REPORT OF THE LITCHFIELD CONSERVATION COMMISSION

It has been a successful year for the Conservation Commission. We are pleased to report the following accomplishments:

After working on this project for over a year, the Conservation Commission was successful in preserving the Grassy Pond area from development. Grassy Pond is listed as one of the last remaining undisturbed examples of a rare type of wetland in the State of New Hampshire. The Conservation Commission worked closely with many federal, state and local officials to secure funding as part of an Environmental Protection Agency Superfund settlement. This money played a key role in the purchase of new property by the Litchfield School Board for construction of the new Campbell High School.

During the 1998 Earth Day celebration the Honorable Jeanne Shaheen, Governor of the State of New Hampshire toured Grassy Pond with students from the Litchfield Middle School and signed an Earth Day Proclamation in recognition of Litchfield's efforts at preserving the town's environment. Many students as well as parents were able to meet and spend time with the Governor.

The Conservation Commission participated in the State of New Hampshire Adopt-A-Highway program by adopting the section of the Charles Bancroft Highway between Pinecrest and Hillcrest Roads. As part of this program, the Conservation Commission collects litter from this section of road four times per year; helping keep Litchfield clean.

As part of the responsibilities of the Conservation Commission the Wetland's Subcommittee headed by Marjory Pitcher and supported by volunteers have completed 100% of the wetland surveys for the town. Marjory performed a lot of hard work on this program and deserves special recognition for her efforts. These surveys play an integral role in the future land use planning process necessary for the town. The Conservation commission anticipates finalizing our written report on this project during 1999 for submission to the town.

The Conservation Commission continues to work on improving the Moore's Falls Conservation Area (MFCA). As part of his Eagle Scout project, Nathan Curtis constructed a kiosk to provide information to the public about the MFCA environment. By highlighting the area, this project has resulted in a significant increased usage of this resource and enjoyment by the community. Working with Public Service of New Hampshire, the Conservation Commission was able to secure the donation of a 1 acre parcel to add on to the MFCA. Official transfer of title is expected during 1999. The MFCA parking lot was completed preventing vehicular travel on the parcel and thus complying with the State property grant requirements.

As part of our continuing education on environmental programs and science, members of the Conservation Commission attended the 1998 Annual Meeting of the New Hampshire Association of Conservation Commissions. Changes to N.H. environmental regulations were reviewed as well as information on new state sponsored programs.

The Conservation Commission has worked effectively for the town during the past year and looks forward to assisting and advising town groups and citizens in preserving Litchfield's character and environment in 1999. Please feel free to contact the Commission at (603) 424-2131 if you have any questions.

Respectfully submitted,

Frank A. Byron, Chairman
Torene Tango-Lowy, Secretary
Glenn McKibben
Marjory Pitcher

Joan McKibben, Vice-Chairman
John Devereaux, Selectmen's Representative
Raymond Peebles
Douglas Rogers

LITCHFIELD FIRE/RESCUE SERVICES

It is my pleasure to present my 14th annual report of the Fire/Rescue Services to you. During 1998, the department responded to **401** incidents of various types and duration, the breakdown of which follows this narrative. Notable events impacting the department during the year included fires on Woodburn Drive and Courtland Avenue. These fires along with several smaller ones, in 1998 caused an estimated \$243,400.00 in property damage.

As I stated in last year's report, I did meet with the Planning Board and Selectmen to discuss our long-range plan for constructing fire stations. You remember that during the past few years, we have had several major fires in the Route 102 "corner" of town. Each time, in spite of our best efforts, it still took us over 8 minutes to get the first fire truck to the fire and distraught residents and property owners have complained. I mentioned that our mutual aid agreements with surrounding fire departments certainly help, but we cannot abrogate our responsibility to our own residents for fire and EMS protection. We have had a very positive response to our preliminary plans so far and will update you with the progress.

In February, the department received and placed in service its Automatic External Defibrillator, which was purchased through a grant from Optima Health's *Healthy Community Grant Program*, and an \$800 donation from the Litchfield Firefighters' Association. Shortly thereafter the entire department was trained and certified in its operation by Dr. Connors. The unit will be carried on one of the fire engines so that in the event that a medical emergency occurs where a heart stops beating, this unit is able to "zap" it going again prior to the arrival of the ambulance. Unfortunately, we have had the occasion to use it twice in recent months.

Department members again attending over 100 hours of training on various subjects in firefighting, emergency medical and hazardous materials areas. Several new members joined the department this year and have or continue to attend the New Hampshire Fire Academy classes, which last 4 to 6 months. In addition, all personnel continue to participate in intensive vehicle extrication training with the rescue tool, and also completed Hazardous Materials Operations level refresher classes. We are also currently participating in training activities on aircraft emergencies with the Manchester Airport Crash/Rescue fire personnel, as we are on their primary mutual aid response list for an actual crash situation.

In October, department members were some of the first in the state to utilize the New Hampshire Fire Academy training facilities. Half the department went up on a Friday night and the other half on a Saturday morning and were able to use the Self-Contained Breathing Apparatus "Maze" trailer, and also the brand new Flashover Simulator. We are fortunate that the new facilities in Concord are the most modern in the entire country! We plan to continue training with the "Class A Burn Building" in the spring of 1999.

Our emergency medical services (EMS) personnel also completed over 36 hours of continuing training both in the hospitals and our classroom, and as of this writing, plans are being worked on to sponsor an EMT class at the Litchfield Fire Station in late February.

Our fire safety compliance inspection program continues, with over 51 businesses and multi-unit residential units surveyed this year. In addition all schools and kindergartens are given monthly fire drills to insure orderly evacuation in the event of an emergency. The full time staff has utilized provisions of the new State Fire Code (NFPA 1), which have resulted in several changes in code compliance. I thank the property owners for their patience in adapting to the new provisions of the code and I also want to thank our Code Enforcement Officer, Mr. Bergeron again for his efforts in promoting and assisting in our fire safety efforts.

Once again special thanks to the Litchfield Women's Club, Litchfield PTO, Bruce Transportation Co. and the Litchfield Firefighters' Association, for their efforts and support for the Open House held annually during Fire Prevention Week! As always I want to recognize our full-time and part-time fire personnel for their school and child care center programs, which continue to be well received.

During December, we received our new 16-ft. Zodiac inflatable rescue boat with a 25 HP motor. We are currently training on its use and have sent a department member to a "swift water rescue" program being given at the Manchester Fire Department. The information and training will be given to all our members in early spring.

As usual, our fund raising activities for the Litchfield Firefighter's Association will commence in March, with the annual **Ham & Bean Supper** at GMS Cafeteria on Saturday, March 20, 1999 from 4:30 to 7:00 p.m. Your continued support and attendance is very much appreciated, as we use the proceeds of the fund raising events to pay for items such as the defibrillator and also for the supplemental insurance policy for the firefighters in the event they are injured or killed while performing their duties for the Town.

Remember to DIAL 9-1-1 FOR FIRE, POLICE AND/OR EMERGENCY MEDIAL SERVICE (EMS) in all areas of Litchfield!

As always, I wish to sincerely thank the men and women of the department for their dedication and the provision of countless hours of service to the department and the town. We continue to get busier and busier, and this certainly puts a great strain on their "free time". I am proud to say every year their efforts in responding to your emergency needs provide you with one of the finest, most cost effective per capita services available in the region.

I would also like to thank the various boards and commissions in town for their support and cooperation throughout the year, and as always, to you the taxpayer for your support in our efforts to keep Litchfield fire-safe and provide you with prompt, efficient emergency medical care.

Respectfully submitted,

Brent T. Lemire
Chief of Department

LITCHFIELD FIRE/RESCUE SERVICES

Members – 1998

Fire Chief
Brent T. Lemire

Deputy Fire Chief
James R. Beetz

Deputy Fire Chief
Brian G. Barton

Company A
Captain: Michael Croteau
Lieutenant: David Mayopoulos

Company B
Captain: Thomas Schofield
Lieutenant: Douglas Nicholl*

Firefighters:
Jeff Ballou
Steve Barton
Derek Earle
Stan Gilbert
Dwayne Hogencamp
Roy Jack
Timothy Kearns
David Mitchell
Keith Makarawicz
Michael Stanhope*
Eric Tremblay

Firefighters:
Warran Adams
Paul Allard
Gregg Ballou
Mark Carter
Pamela Edmonds
Pierre Garand
Timothy Hebert
Rod Jones
Ken Nelson
Norm Pinard
Matthew Shea
John Travis

* Full time staff

1998 CALLS

LITCHFIELD FIRE/RESCUE SERVICES

Total Number of Incidents: **401**

Fires:	41
Special Service:	329
False Alarms:	2
Accidental Alarms:	29

Types of Fire Calls **41**

Structure:	13
Brush:	5
Vehicle:	4
Mutual Aid (Fire Scene):	12
(3-Auburn, 1-Candia, 3-Hudson, 4-Londonderry 1-Manchester)	
Miscellaneous:	10

Types of Special Service Calls: **325**

Mutual Aid (Station Coverage):	10
(2-Hudson, 2-Londonderry, 6-Manchester)	

Medical Emergencies:	163
Vehicle Accidents: 28	
OHRV Accidents: 2	
Home: 120	
School: 3	
Businesses: 5	
Walk in: 1	
Pedestrian: 1	
Police Dept: 3	

Hazardous Materials Incidents:	4
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MISCELLANEOUS

Animal Rescue:	2
Arcing Wires:	16
Assist Occupant:	1
Assist Police:	4
Check Conditions:	14
CO Detector Activation:	10
*(Actual co leaks under Hazardous Materials)	
Controlled Burn:	42

*(Dump calls, legal burning permits investigated)

Electrical Problem:	5
Fire Investigation:	1
Hazardous Condition:	3
Illegal Burning:	10
Lightning Strike:	1
Lock out:	7
MedFlight Standby:	1
Odor Investigation:	7
Powerline Down:	4
Smoke Investigation:	18
Tree Down:	1
Water Problem:	3
Wrong Location:	3

*(Calls w/same address names, found to be in another town.)

Total Medical Calls:	163	
Total Fire/Special Service:	238	(Excluding Medical from Special Service)
Total Number of Incidents:	401	
Total of Property Damage:		\$243,400.00

REPORT OF TOWN FOREST FIRE WARDEN AND STATE FOREST RANGER

To aid your Forest Fire Warden, Fire Department and State Forest Ranger, contact your local Warden or Fire Department to find out if a permit is required before doing ANY outside burning. Violations of RSA 227-L:17, the fire permit law and the other burning laws of the State of New Hampshire are misdemeanors punishable by fines of up to \$2,000 and/or a year in jail. Violators are also liable for all fire suppression costs.

There are ten Forest Rangers who work for the New Hampshire Division of Forests and Lands, Forest Protection Bureau. State Forest Rangers are available to assist communities with forest fire suppression, prevention and training programs as well as the enforcement of forest fire and timber harvest laws. If you have any questions regarding forest fire or timber harvest laws, please call our office at 271-2217.

There are 2400 Forest Fire Wardens and Deputy Forest Fire Wardens throughout the state. Each town has a Forest Fire Warden and several Deputy Wardens who assist the Forest Rangers with forest fire suppression, prevention, and law enforcement. Early in 1998 we experienced an ice storm, which caused severe damage to forests of New Hampshire. This damage created a greater potential fire hazard as well as safety hazards to many areas of the state. Your local fire warden and Forest Rangers need your assistance in preventing wildfires in these hard hit areas and throughout the State. If you need assistance or information dealing with ice damaged woodlands, please call 1-800-444-8978.

The State of New Hampshire operates 15 fire towers, 2 mobile patrols and 3 contract aircraft patrols. This early detection and reports from citizens aid in the quick response from local fire departments. This is a critical factor in controlling the size of wildland fires and keeping the loss of property and suppression costs as low as possible.

1998 FIRE STATISTICS
(All Fires Reported thru December 23, 1998)

FIRES REPORTED BY COUNTY

Belknap	44
Carroll	89
Cheshire	67
Coos	18
Grafton	43
Hillsborough	232
Merrimack	108
Rockingham	121
Strafford	64
Sullivan	12
 TOTAL FIRES	 798
TOTAL ACRES	442.86

CAUSES OF FIRES REPORTED

Smoking	59
Debris Burning	38
Campfire	29
Power Line	14
Railroad	9
Equipment Use	24
Lightning	16
Children	95
OHRV	6
Miscellaneous	53
Unknown	140
Fireworks	6
Arson/Suspicious	16
Illegal	231
Rekindle	43
Disposal of ashes	19

LITCHFIELD:

Total fires:	5
Total acres burned:	2.8

Respectfully submitted,
Fire Chief Brent T. Lemire
Litchfield Forest Fire Warden

Bryan Nowell, Forest Ranger
NH Division of Forests and Lands

SOUTHEASTERN N.H. HAZARDOUS MATERIALS MUTUAL AID DISTRICT

The Southeastern New Hampshire Hazardous Materials Mutual Aid District is organized as a regional solution to the hazardous materials problem. The purpose of the district is to prepare our communities, regionally, for responses to hazardous materials incidents, both with training and equipment. The 14 communities that comprise the district are: Auburn, Atkinson, Chester, Danville, Derry, East Derry, Hampstead, Hooksett, Litchfield, Londonderry, Pelham, Plaistow, Salem, and Windham.

The District is managed by an Operations Committee, consisting of a Chief Officer from each member community, who carry out the day-to-day business of the organization; and a Board of Directors, consisting of an elected or appointed member of municipal government in each member community, who provide oversight and fiscal management.

District resources include two response trailers, equipped with generators, oil spill and decontamination equipment, chemical reference material, protective suits, and communications equipment. The District also owns a response truck, equipped in the same manner as the trailers. The District trailers and truck are strategically located to respond to any community requesting them. An EMS Mass Casualty trailer located in Londonderry, available for response to medical incidents with a large number of patients.

The District's Level "B" Hazmat team, comprised of fire personnel from member communities, has responded to many incidents and has received praise from regulatory agencies on the professionalism of its operation. The team trains monthly, and is on-call to respond to member communities, to conduct research, advise the incident commander on control activities and safety, and fill incident command system staff positions. They also assist member communities with planning, since the District has been recognized as a regional Local Emergency Planning Committee, to comply with SARA Title III of the federal regulations governing hazardous materials. This allows the District to be eligible for Emergency Management Assistance funding.

This year the District membership fee has increased from \$3,500 to \$5,000 per community as a result of analyzing the first full year of the Level "B" team's operation. The District is also pursuing "Partnering With Industry" as a method of obtaining equipment to keep our costs reasonable. Our Board of Directors has also authorized us to conclude mutual agreements with other regional Hazmat response organizations.

The District continues to make progress in providing the most cost effective manner of responding to a hazardous materials incident.

Respectfully submitted:

For the Board of Directors

Mr. Donald Chase
Commissioner, East Derry Fire Precinct
Chair, Board of Directors

For the Operations Committee

Chief Brent Lemire
Litchfield Fire Department
Member, Operations Committee

HEALTH DEPARTMENT

REPORT OF THE HEALTH OFFICER 1998

Description	Cases	Permits	Inspections
Individual Sewerage Disposal Systems		102	204
Individual Wells		27	27
Viewing Test Pits & Soil Percolation Rates			89
Inspection of Food Service Establishments			8
Inspection of Mobile Home Parks			6
Dog Bites Reported by Animal Control Officer	14		
Cat Bites	2		
Raccoon Bites	0		
Rabbit Bites	1		
Complaints Received & Investigated			28
Foster Home Inspections		10	10
Child Care/Day Care Facility Inspections	10	10	10
Kindergarten/Nurseries	5	5	5
	<u>32</u>	<u>154</u>	<u>387</u>

Respectfully Submitted,
Roland E. Bergeron
Health Officer

LITCHFIELD HIGHWAY DEPARTMENT 1998 ANNUAL REPORT

The Highway Department remained very active in 1998 due to the continued construction of new subdivision roads and the completion of several town projects.

During the 1998 season the following subdivision roads were constructed by private developers:

Albuquerque Avenue (Simeon Lane to Bristol Way)
Newstead Street (Alb. Avenue to Brenton Street)
Brenton Street (White St. to beyond Newstead St.)
Century Lane (Chatfield to Albuquerque Avenue)
Century Lane (Albuquerque Ave. to dead end)
Perry Court (Century to cul de sac)
Bristol Way (Chatfield to Albuquerque Avenue)
Bear Run (Hillcrest Road to Ledgewood Drive)
Talent Road (Blue Jay Way to cul de sac)

The above streets totaled 2.3 miles of new roadway, bringing the total miles of Town maintained streets to approximately 63 miles. This is nearly a 5% increase just during 1998. During the 1999 budget process, I will request additional money to contract one more private truck for snow removal. This is in response to the growing number of roads that must be maintained each year. Currently the Highway Department has one Town owned snow plow truck and six private trucks that are contracted for the winter to provide snow plowing and sanding services for the Town. I would like to acknowledge the long hours and hard work performed by and thank the following private drivers and companies that provide snow removal and sanding services to the Town.

Moe Morin	Kurt West
Mark Reilly (Eagle)	Mark Anger
Hamm Septic	Joe Reed

This past Fall, the Highway Department analyzed the existing snow plowing routes and made changes we believe will maintain our current level of service as the number of miles of roads that require maintenance continues to grow each year. With input from the drivers, our snowplow route maps were modified and updated. By using color coded maps, each route is identified on an overall map which shows all the individual routes. In addition to this overall map, individual route maps are created for each driver. This ensures that each driver knows exactly which streets are his responsibility. A copy of these maps was given to the Police Department for their use. In the event of a police or fire emergency, it is our intent for the Police Department to be able to contact the driver responsible for a certain street and request snowplowing to quickly clear the street.

At this point, I would like to acknowledge the generosity of Mark and Rick Charboneau of Continental Paving. During the construction of Albuquerque Avenue from Simeon Lane to Chatfield Drive, Continental Paving constructed an 8 foot

wide, 2,700 foot long pedestrian/bikeway which runs from Simeon to Chatfield. Continental Paving donated labor and material toward this effort, enabling the pedestrian/bikeway to be constructed at a reduced cost to the Town of \$6,500.00. Normally, construction cost for a project of this size would exceed \$25,000.00.

In addition to overseeing the private development, the Highway Department completed three Town projects.

The first project was the reconstruction of Albuquerque Avenue from Wren Street to Hillcrest Road. This project involved full depth reclamation of the roadway, reshaping the crown of the road, minor drainage and ditch line improvements, placement of 3 inches of hot bituminous pavement and line striping. This section of Albuquerque Avenue was over 20 years old and was badly deteriorated.

The second project was the reconstruction of Page Road from NH Route 3A to the Hudson Town line. This project included full depth reclamation and placement of 3" of hot bituminous pavement on the worst sections of the roadway and placement of a shim course and one inch of hot bituminous pavement overlay on the remainder of the road. Also completed during the project was the installation of two new catch basins and associated drain piping, excavation of ditch lines in certain locations and new line striping upon completion of the paving. This project addressed both drainage and safety related issues.

The above mentioned projects were designed by SEA Consultants Inc. and as the result of a competitive bid, the construction of the projects was completed by Continental Paving, Inc. Both projects were completed on budget.

The third project was the installation of an ex-filtration type catch basin and paving at the Highway Garage. The area in front of the highway garage, where the Town sand and salt supply is stored, was regraded to direct all surface water to the new ex-filtration basin located in the center of the parking lot. This type of basin stores the surface runoff from snow melt and rainfall and slowly drains the runoff into the ground. This allows any runoff contaminated by the stored salt to be contained on site and prevents this type of runoff from reaching the wetland areas adjacent to the storage sheds. Also, paving the area in front of the garage and storage sheds and the access road around the buildings greatly improves our ability to maintain and access this area which becomes very important during snowstorms. This project was constructed by DLB Paving and was completed on budget.

This fall the Highway Department updated the 5 Year Capital Improvement Plan and the NH Block Grant Program.

The Highway Department's 5 year Capital Improvement Plan is a planning tool used to lay out capital expenditures for the next 5 years. In the CIP, I have identified costs related to purchases such as snowplows, sanders, trucks, etc. Also included in the plan are streets that are scheduled for maintenance or reconstruction work and the associated costs.

The NH Block Grant Program is administered by the State Bureau of Transportation Planning. This program returns tax dollars to communities for road

construction and maintenance projects. The amount given to a Town is based on the number of miles of class V roads in the Town. For this reason, the Highway Department submits updated block grant forms each year to ensure that Litchfield always receives the maximum allotment allowable under the program. Currently the Town of Litchfield receives \$125,000.00+ in State Block grant aid.

This year the Highway Department requested \$20,000.00 be included in the Highway Department budget to create a Road Surface Management Plan. A Road Surface Management Plan is a comprehensive list of all the Town maintained streets and roads. Contained in the Road Management Plan is information such as the length and width of a street, condition of the road surface, information on the safety and adequacy of the street, drainage problems, and sight distance problems. All the streets and roads in Town would be rated based on road condition and safety related criteria. Upon completion of the street rating process, the information is used to prioritize the streets and determine which streets should be repaired first. Many Towns use this priority list to plan street repair strategy and associated costs as part of their Capital Improvement Plan. Once the plan is implemented, it begins to serve as a repair record for all the streets in Town. The board of Selectmen did not recommend this project for the 1999 Highway Department Budget.

This past year the Highway Department prepared and submitted a grant application to the Nashua Regional Planning Commission for construction of two sections of pedestrian/bikeway. The application requested grant money for construction of a pedestrian/bikeway at the following locations:

- Section L1 - beginning at Pinecrest Road heading north to Meadowbrook Lane (0.9 miles)
- Section L2 - beginning Hillcrest Road heading north to NH Route 3A (1.9 miles)

Under this program, which is funded by the NH Department of transportation, the NHDOT provides 80% of the required funds and the Town must provide 20% of the required funds. The town has previously received \$240,000.00 from this program which was used for the design and construction of 12,000 feet of pedestrian/bikeway beginning at Page Road and running northerly along Albuquerque Avenue. This section of the bikeway was completed during 1997. The application for funding was denied in 1998, however, the Highway Department will reapply again during 1999.

This year, our office, with the approval of the Board of Selectman, will present two warrant articles at Town meeting.

The first warrant article is for the construction of 3,000 feet of Albuquerque Avenue from Meadowbrook Lane to Hillcrest Road. The construction of this portion of Albuquerque Avenue will provide direct access for the southern residents of Town, to the new Town Municipal Building, located at the corner of Hillcrest and Albuquerque Avenue. This new building houses the Highway Department, Building Department, Selectman's office, Planning Board, Town Clerk, Town Tax Collector and Police Department. As part of the construction of this section of Albuquerque Avenue, a second entrance drive will be constructed to the Municipal Building offering residents direct access from Albuquerque Avenue to the Municipal

Building. Also included as part of this project is the construction of an eight foot wide pedestrian/bikeway. Completion of this portion of Albuquerque Avenue will provide a through roadway from Page Road to Simeon Lane. The Selectmen have recommended using a bond to fund the project which requires a two thirds majority for passage. I disagree with this approach, it was my recommendation to use available Highway Block grant funds and appropriate the remaining funds necessary to complete the project.

The second warrant article is for the reconstruction of Louise Drive. This project includes approximately 3,200 feet of full depth reclamation, re-establishing the crown of the road, drainage and ditch line improvements, placing 3 inches of hot bituminous pavement and line striping. This project has been approved by the board of Selectmen and the budget committee.

Major NHDOT Projects – The Highway Department has been unofficially informed by the NHDOT, that the north end of the proposed Circumferential Highway is tentatively scheduled for construction in 1999 or 2000. This project (phase 1) will begin at the Route 3A interchange and extend to the F.E. Everett Turnpike (exit 9) including road work, bridge work and a pedestrian/bikeway to Merrimack. Upon completion of this portion of the project, the NHDOT will construct a connector from the Route 3A interchange to Route 102 (Derry Road).

The construction of the Circumferential Highway will result in an increased traffic load on Route 3A. I plan to work with the NHDOT to prepare a long range plan for upgrading Route 3A to accommodate the anticipated increased traffic load.

I would like to take this opportunity to welcome the new Chief of Police, Thomas Iverson. The Highway Department has already begun working with the Chief on road and traffic related issues and I look forward to continuing our work with the Police Department throughout the coming year.

In closing, I would like to thank the Town office staff, Terry Brodeur and Lori Dogopoulos, and the Administrative Assistant Cecile Durocher, for assisting me in performing my day to day duties as road agent. Also, I would like to thank the Board of Selectman, the Litchfield Police Department, and the Litchfield Fire Department for their continued support in helping me perform my duties in an efficient and cost effective manner. With the continued support of the Town residents and adequate funding, I will continue to maintain and upgrade our existing roadway system at a reasonable cost.

Our office is located at the new Town Hall on Liberty Way and is open weekdays, with the exception of holidays, from 8:00 AM to 4:00 PM. We are available to listen to your concerns, comments, and recommendations.

Respectfully Submitted,
Roland E. Bergeron
Road Agent

**HILLCREST CEMETERY ASSOCIATION
NOTES TO FINANCIAL STATEMENT
December 31, 1998**

The Hillcrest Cemetery Association is a non-profit association established on November 11, 1908, to improve and maintain the Hillcrest Cemetery located in Litchfield, New Hampshire.

CASH/SAVINGS

Checking Acct. – St. Mary's Bank	\$ 949.21
Savings Acct. – St. Mary's Bank	2,762.74
Certificate of Deposit – St. Mary's Bank	<u>7,700.00</u>
	\$11,411.95

CONTRIBUTIONS

Town of Litchfield	\$ 400.00
Cemetery Trust	<u>300.00</u>
	\$ 700.00

INTEREST INCOME

St. Mary's Bank (NOW)	\$ 8.41
St. Mary's Bank (Savings)	90.20
Citizens Bank (CD)	<u>321.16</u>
	\$ 419.77

**INCOME STATEMENT
(As of December 31, 1998)**

INCOME

Contributions	\$ 700.00	
Interest Income	419.77	
		\$ 1,119.77

OPERATING EXPENSES

Maintenance	\$1,033.00	
NH State Fee	50.00	
Rental (S.D. Box)	105.00	
		\$ 1,188.00

**HILLCREST CEMETERY ASSOCIATION
BALANCE SHEET**

December 31, 1998

ASSETS:

Cash	\$ 949.21
Savings	2,762.74
Certificate of Deposit	<u>7,700.00</u>

TOTAL ASSETS:

\$11,411.95

LIABILITIES:

-0-

EQUITY:

Principal Fund	\$11,480.18
Net Loss	<u>68.23</u>

\$11,411.95

LIBRARIAN'S REPORT

In addition to loaning books and helping patrons find particular reading or research material, the Aaron Cutler Memorial Library stayed busy in 1998 with physical, administrative and procedural restructuring within the facility. Although statistics tell part of the story, each library user ultimately decides whether he or she has benefited from any of our changes. We hope most patrons will see the changes as improvements, as we continue our efforts to maintain a comfortable environment, increase efficiency through standardized policies, and gradually provide additional services over time.

During 1998, there were approximately 20,400 circulation transactions. A large percentage of the year's 7,000 photocopies represent successful reference transactions not included in circulation statistics. The 332 new patrons that registered for library cards brought the total record of patrons to 3,360, which is remarkably about half of the town, at least until the database is updated. There were 1,825 materials added to the collection, through a combination of donations and purchases. The quantity of audio cassettes, consisting mainly of books on tape, tripled to 210, and their circulation came to over 200 separate loans. Approximately 4,000 books were removed from the collection, due to space considerations, collection policy limitations, physical condition and circulation history.

Approximately 50 different children participated in the library's story hours, which currently are three days a week and host 30 children during each 6-week session. The library hosted eight special events, for which total attendance was approximately 130 people of all ages.

Although not connected to the Internet at this time, the public computer was used by patrons 120 separate times for word processing and/or CD-ROM reading, which is about once every other day that the library is open. The CD-ROM collection has increased to 18 different resources, including encyclopedias, atlases and the 29-disc set of the Complete National Geographic

The biggest change at the Cutler Library was the opening of the Florence C. Center Young Readers' Room, a result of relocating the children's and young adults' collections to the previously renovated basement. The Young Readers' Room opened for business in March of the year, and was officially dedicated in an August ceremony. Thanks to our book-moving volunteers, the transfer went smoothly, and the room was ready for the Dr. Seuss birthday party that served as a grand opening.

The library stopped its mid-day closing on Mondays and Wednesdays, improving the convenience of library visits and increasing the total number of open hours to 40 per week. Improving the convenience and accessibility of the children's story hours, we have added an afternoon meeting to the two morning ones and established enrollments for multiple 6-week sessions, giving everyone an opportunity to participate.

On the automation front, we have connected to New Hampshire Automated Information Systems (NHAIS), which is run by the New Hampshire State Library

and provides such services as electronic catalog records. Records are now being compiled and edited for future use in both an online catalog and an automated circulation system. NHAIS also provides an electronic interlibrary loan network for borrowing books from other libraries, which, after more preparation here, will eventually broaden our available resources.

Some new and not-so-new policies will help us to operate more smoothly. Stricter adherence to long-established overdue-book rules minimizes paperwork and confusion, and improves the library's ability to account for its portion of town property. To preserve the library's newly created breathing space, material holdings will not be allowed to exceed the building's shelf capacity. Since the library is nearly at the point where one book is withdrawn for every book added, careful targeting of important subject areas will be needed to minimize waste and maximize the collection's usefulness. The library is also examining various electronic information options, such as CD-ROM periodical resources, in order to create the most feasibly efficient information services.

Through two book sales and activities such as the Ice Cream Social, the Friends of the Library bought library memberships to Strawberry Banke, the New England Aquarium and the Mt. Kearsarge Indian Museum. We are also grateful to the Friends for supplying refreshments at our special events. We also thank the Litchfield Garden Club and Mrs. Calawa for contributing to our outdoor appearance. Thank you to the Litchfield Women's Club. My personal thanks to staff members Florence Hamilton and Cheryl Brigham, to children's librarian Vicki Varick, and to all of the library trustees.

Sincerely,
Brian D. Hackert
Librarian

AARON CUTLER MEMORIAL LIBRARY BOARD OF TRUSTEES – ANNUAL REPORT

1998 has been a year of tremendous growth and change at the Aaron Cutler Memorial Library. In early February, we welcomed our new Director, Brian Hackert, who has worked very hard towards the goals put forth by the Trustees to fill the needs of our community. The long awaited Florence C. Center Young Readers' Room opened mid year, with a moving dedication ceremony in late summer, paying tribute to the very special woman of whom the room is named for. Children's librarian Vicki Varick also joined the staff, lending her talents to the weekly Story Times, which are available to a larger number of Litchfield youngsters with the new scheduling policy.

If you haven't been to the Cutler Library recently, be sure to stop down soon, and see the great things available for your use. There's a new computer upstairs for patron's use, for both research and word processing, with a donated computer soon to be available downstairs. The collection has been weeded, updated and re-arranged for easier accessibility. The Young Reader's Room is a visual delight, with much thanks to Mr. Hackert's planning, the artwork by Heidi Miller, and the continually changing creativity of Mrs. Varick. As a result of these changes, the library is enjoying the renewed support of the community, with a solid increase in circulation and new patrons. An important factor that hasn't changed however, is the dedication and reliability of the library's staff, in particular, assistant librarian Florence Hamilton, and library assistant Cheryl Brigham. They have been invaluable to our library during this year or so of transition.

The Friends of the Aaron Cutler Memorial Library have also made a significant impact, with their efforts to implement and supplement library programs in a variety of ways. Through the Friends, the library has been able to offer museum passes and additional community programs to patrons. The Friends hold book sales on the lawn twice a year, and sell books on a regular basis in the library foyer.

We wish to thank the many Litchfield residents and businesses for their generosity and support throughout the past year. Several families and organizations also sponsored the framing of the artwork which graces the walls in the upper level, while others gave generously of their time.

In the coming year, the Trustees will ask for your continued support as we strive to make the Aaron Cutler Memorial Library the best it can be. We are working towards total accessibility to the library for all Litchfield residents. In the coming months, we will acquire architectural plans for the housing of a handicapped accessible lift and bathroom for the library. We have researched several types of lifts, and have chosen one that best suits the needs of the library, and have the actual lift plans in hand. The next step is having the plans drawn for the overall project to enable us to obtain bids on the work. We will pursue funding for the library addition from corporate sponsors and grant money during 1999, and the Town in 2000.

I would like to thank each of the Trustees, vice chairman Quentin Lewis, treasurer Carolyn Leary Lambert, secretary Tammy Law, Steven Calawa, Candace Hale, and Zendelle Bouchard, for their perseverance, good humor and professionalism in the past year. We've come a long way in our journey, and look forward to the miles ahead.

Respectfully submitted,

Pamela Boutselis
Chairman, Aaron Cutler Memorial
Library Board of Trustees

1998 ANNUAL REPORT OF THE PARKS AND RECREATION COMMITTEE

I am pleased to present you with my first annual report as chairman of the Litchfield Parks and Recreation Committee. I am honored to serve with such an energetic and dedicated committee.

1998 was an exceptional year for accomplishments for the LPRC. The following is just a partial list of those accomplishments:

- Acceptance by the voters at town meeting to accept the skate park.
- Approval at town meeting for the heating & insulation of the rec. center – which should be complete by the time you read this.
- Spring clean up. This was accomplished by LPRC members and neighbors of some of the fields and parks.
- Nature Walk. The LPRC co-sponsored a nature walk with the conservation commission at Moore's Falls conservation area.
- The LPRC submitted and secured a grant from the Hillsboro County's Commissioners Office for \$8,000 for the repair and upgrading of the skate park.
- Working with the school board and schools to maximize the usage of fields and facilities of the town. This is an ongoing project with great potential.
- Recreation facilities inventory. Working on a comprehensive document to bring together all recreational assets, facilities, and programs in the town.
- Public pay phone at Roy Memorial Park. This will allow emergency calls to be made if needed.
- Free concert. On August 8th, Joel Cage performed on the outdoor stage at Roy Memorial Park.
- Summer Camp. A success again this year with a record number of campers.
- Building and installation of 3 park benches at Roy Memorial Park.
- Little Red Wagon at the rec. center on August 11th. This program was co-sponsored by the Aaron Cutler Memorial Library and LPRC.
- LPRC's first annual skate contest. This was also the first in the state. This was sponsored by Friends of The Litchfield Skate Park and the Litchfield Police.

- Middle School dance at the rec. center. This was co-sponsored by the Friends of the Litchfield Skate Park and the LPRC. There were over 140 students in attendance.
- Repair / fix-up at Brickyard Field. This was accomplished by the Youth Soccer League and some generous neighbors.
- Drop in basketball at the rec. center. The LPRC held three separate nights. This is just a beginning.
- Repair of swings at Corning Road and Jeff Lane playgrounds. There were also two child swings installed at each location.
- Mapping of the trails in town. This was accomplished by using the NH Office of State Planning's backpack GPS system. A printed copy is soon to be available.
- Resident / Parent survey to assess the recreational needs of all residents. The results should be available by the time you read this.
- Contracting with Girls Inc. to run the Summer Camp program for the town at the rec. center. Don't let the name fool you; This program is open to girls and boys. This was done to improve the quality of programming and resources available.

Most of these accomplishments could not have happened without the support of the following:

The Board of Selectmen, Fire Department, Police Department, School Board, Middle School students, Highway Department, Conservation Commission, Youth Soccer League, Little League, Girls Softball, Youth Basketball League, Litchfield Women's Club, Litchfield Police Association, Litchfield Firefighters Association, the Aaron Cutler Memorial Library, Friends of the Litchfield Skate Park, many local businesses, the other groups I undoubtedly accidentally left out, and most important of all you the taxpayer and voter.

Although we have accomplished a lot in the last year, we still have plenty of other projects planned. Some of the ideas being worked on are:

- Horseshoe pits.
- Outdoor volleyball.
- Refinishing of the rec. center floor.
- Maintenance of the rec. center roof.
- Staining the outdoor stage / deck at the rec. center.
- Upgrading the sprinkler system at Darrah Field.

- Working with outside organizations such as Girls Inc. and the Nashua YMCA to bring quality affordable programming to the residents of Litchfield.
- Securing a grant to improve some of the trails in town.
- Upgrading playground equipment.
- A part time paid LPRC employee to coordinate activities, use of facilities, maintenance of equipment, acquiring of grants, and promoting recreation for all residents,
- An outdoor ice skating rink.
- Paving of the Roy Memorial Park parking lot.

The LPRC is an all volunteer committee. As of this writing it consists of five energetic members. We are always looking for volunteers to both serve on the committee and also on separate work groups. The LPRC currently has four positions open. If you are interested in helping out, please call us at 886-5003 and leave a message. You could also stop by on a meeting night to just listen in. We meet twice a month, on the second and fourth Tuesday at the rec. center at Roy Memorial Park (Darrah Pond). As always, the public is encouraged to attend.

The LPRC exists solely for the residents of Litchfield and requires your input to be sure we are meeting your needs. If you have any questions or concerns, please do not hesitate to contact us.

Respectfully submitted,

Lawrence A. Levesque
Chairperson
Litchfield Parks & Recreation Committee

PINECREST CEMETERY ASSOCIATION OF LITCHFIELD, NH

BALANCE SHEET

DECEMBER 31, 1998

ASSETS

Current Assets:

Cash	\$4,297.26
Savings	3,005.73
Certificates of Deposits	<u>5,418.25</u>

Total Current Assets \$12,721.24

Total Assets \$12,721.24

LIABILITIES & EQUITY

Current Liabilities: \$ 0.00

Long Term Liabilities: 0.00

Equity:

Principal Fund \$7,918.25

Income Fund 4,748.85

Net Income (Loss) 54.14 4,802.99

Total Equity 12,721.24

Total Liabilities & Equity \$12,721.24

PINECREST CEMETERY ASSOCIATION OF LITCHFIELD, NH
INCOME STATEMENT
FOR TWELVE MONTHS ENDED DECEMBER 31, 1998

Income:		
Contributions	\$632.00	
Interest Income	<u>337.59</u>	
Total Income		\$969.59
Operating Expenses:		
Outside Labor	\$315.00	
Donations	250.00	
Professional Services	159.50	
Flowers	132.00	
State Fees	50.00	
Bank Charges	<u>8.95</u>	
Total Operating Expenses		<u>\$915.45</u>
Net Income (Loss)		<u><u>\$ 54.14</u></u>

PINECREST CEMETERY ASSOCIATION OF LITCHFIELD, N.H.

NOTES TO THE FINANCIAL STATEMENTS

DECEMBER 31, 1998

Pinecrest Cemetery Association of Litchfield, NH is a non-profit association established to improve and maintain the Pinecrest Cemetery located in Litchfield, NH. It is on the cash basis of accounting with its year end on December 31st.

CASH

Checkbook	<u>\$4,297.26</u>
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SAVINGS

<u>\$3,005.73</u>

CERTIFICATES OF DEPOSIT

Bank	ACCT. #	Rate	Expires	Amount
				\$1,000.00
				4,418.25
				<u>\$5,418.25</u>

CONTRIBUTIONS

Town of Litchfield	\$ 400.00
Town Trustees	232.00
Total	<u>\$ 632.00</u>

INTEREST INCOME

Type	<u>Amount</u>
Certificates	\$ 271.81
Savings	65.78
	<u>\$ 337.59</u>

1998 PLANNING BOARD ANNUAL REPORT

The Planning Board did not see many landowners seeking to develop their property in 1998. We took advantage of this opportunity by addressing long term planning issues for the Town. The long overdue Capital Improvement Program was presented to the Selectmen. The CIP solicits all Town departments for their capital expenditure needs for the next five years, ranks the priority of each proposed expenditure, and guides the Selectmen in their budgeting efforts.

The Planning Board formally began the Master Plan Update. Master Plans describes the current status of a community, sets goals and direction for the Town, and guides long term growth and development issues for a community. The current Master Plan is dated 1988; we expect to deliver the update by March, 2000. Also, with the support of the Selectmen and Budget Committee, we specifically contracted with the Nashua Regional Planning Commission to assist us in addressing growth issues in Town, and updated our impact fee schedules.

We developed three special projects in 1998. First, a Community Profile was held in the Spring with the assistance from the UNH Cooperative Extension Service. Although attendance was poor, we held positive and substantive discussions about current issues facing our Town.

One of the issues discussed at the Community Profile was economic development. With its genesis from the Community Profile, and a \$12,000 grant from the New Hampshire Community Development Finance Authority, an Economic Development Working Group now meets monthly to address business growth in Town. This Group works in collaboration with the Greater Nashua Center For Economic Development and the Nashua Regional Planning Commission. This effort is designed as a prototype for other communities to establish similar economic development working groups.

Finally, through a grant obtained from the New Hampshire Charitable Foundation, the Planning Board formed the Farmland Preservation Project to address how to best preserve the precious farmlands along the Charles Bancroft Highway corridor. While there are a few zoning techniques to employ to encourage farmland preservation, genuine farmland protection is obtained through the purchase of development rights associated with farmlands, or the outright purchase of property. Our efforts found that development rights are about 75% to 90% of the value of the properties. There is no state funding for farmland preservation. A federal matching grant program exists, which could match funds raised locally. We recognize the school funding issues facing the Town, and the Farmland Preservation Project is currently idle until our school issues are addressed.

The Planning Board welcomes Mary Anne Geist, a newly appointed member, and Lisa Forrence, our recording secretary. Also, we welcome David Gilmour, our new planning staff circuit rider from the Nashua Regional Planning Commission. Finally, we encourage volunteers to join the Planning Board. For more information, please feel free to contact any Planning Board member or the Selectmen.

Respectfully Submitted,

Andy Prolman, Chair
Harry Menzigian, Vice Chair
Joel Kapelson, Clerk
Tom Levesque, Selectmen Representative
Frank Byron, Conservation Commission Representative
Heather Tibbetts
Rich Tango-Lowy
Mary Anne Geist
Joan McKibben, Planning Board Staff
Lisa Forrence, Recording Secretary
David Gilmour, Nashua Regional Planning Commission

1998 ANNUAL REPORT
of the
NASHUA REGIONAL PLANNING COMMISSION
to the
TOWN OF LITCHFIELD

The Nashua Regional Planning Commission provides transportation planning services and technical assistance to twelve Hillsborough County communities. The NRPC stands ready to assist its member communities with any planning and transportation issue of concern. We at the NRPC are grateful for the participation of Litchfield's NRPC Commissioners: Patricia Jewett and Richard Quinn.

The following is a brief summary of our accomplishments in FY 1998:

Transportation Planning

- Conducted automatic traffic recorder counts at 101 locations during the year. The Nashua Area Traffic County Summary was published and distributed to communities. The report provides a summary of counts by hour of the day for each location, and also provides comparative data and percent change in traffic from previous years' counts.
- Conducted a traffic impact study for the proposed Litchfield High School.
- Completed the development of the Nashua Area Travel/Net System and deployed kiosks at six locations throughout the region
- Worked on the development of a Geographic Information System (GIS) based traffic data reporting system. Updated GIS road mapping for several communities.
- Completed the FY 1999-2008 Transportation Improvement Program and Long Range Transportation Plan. The document provides analysis of long-range forecasts, impacts of potential projects, the recommended program and an air quality conformity analysis. Conducted the public participation process and obtained the endorsement of the Nashua Metropolitan Planning Organization (MPO).
- Conducted environmental constraint mapping for NRPC communities as a tool for estimating developable land.
- Conducted the recalibration of the regional traffic model to 1997 conditions and updated the future land use forecasts for developing future estimated traffic growth.
- Reviewed the fiscal impact analyses for proposed developments under review by the Planning Board.

Land Use and Environmental Planning

- As part of the Circuit Rider program, reviewed site plan and subdivision applications appearing before the Planning Board, and drafted language for zoning ordinance amendments.
- Provided staff support for the Litchfield Farm Project aimed at protecting active agricultural land within the community.

- Assisted the Lower Merrimack River Local Advisory Committee with the citizen water quality monitoring program on the Souhegan and Merrimack Rivers.
- Worked with all of the communities in the region through a DES funded project to inventory and identify each community's priorities for natural, cultural and historic resource protection.
- Conducted a planning board workshop on the site-specific soil mapping standards for New Hampshire and Vermont.
- Assisted with the production of a videotape entitled "RSA 155-E: The Law Governing Earth Excavations" that discusses the processes and procedures for excavating in New Hampshire.

Geographic Information Systems (GIS)

- Utilized our GIS resources and technology in a variety of local planning applications in a number of communities including real property parcel mapping, build-out analysis, floodplain and floodway mapping, aquifer protection, development constraints mapping, long range visioning, and traffic analysis.
- Explored ways to integrate GIS planning with transportation and land use planning, and to establish baseline services and mapping for all of our member communities.

Respectfully submitted,

Andrew Singelakis
Executive Director

LITCHFIELD POLICE DEPARTMENT

ANNUAL REPORT – 1998

Honorable Members of the Board of Selectmen
Litchfield Residents

Ladies and Gentlemen:

As I entered into my new position as police chief on August 1st, I was met with new challenges. Preparation of 1999 budget and filling the vacant positions on the department were set priorities. After a lengthy hiring process, Patrick Bronson was hired as a full-time officer, John Dunn and Heath Savage were hired as part-time officers. The department filled the position of volunteer Police Chaplain with Father Paul Ruzzo of St. Francis of Assisi Church.

At the present time we are in the process of obtaining State of New Hampshire Voluntary Accreditation. Through professional achievement recognition, our agency will be able to: Identify and correct procedural deficiencies before they cause serious problems; Develop proactive management systems; Improve risk management; Secure community, state, and local government support; Ensure additional elective training for our officers at the police academy beyond that which is provided in the basic course; Have our agency operations independently evaluated; Receive guidelines for upgrading service; Provide accountability for agency operations; Receive independent guidelines for justifying budget request; Be provided with norms for the department to judge its own performance.

OVERALL GOALS

The following overall goals have been established for the guidance of employees, consistent with our statutory responsibilities under program areas outlined in our budget. These goals include, but not limited to:

Prevention of Crime
Drug Enforcement/Education
Community Relations

Respond to calls for service
Traffic Safety/Accident Reduction

The 1998 Annual Report of the Litchfield Police Department is proudly presented to you. You will find this year's report is more than a compilation of statistics. It identifies the dedicated men and women who serve the Town of Litchfield day in and day out, and describes many of the tasks they are called to perform.

We would not have been able to accomplish our tasks, however, without the cooperation and guidance of the Board of Selectmen, the continued assistance we receive from other Town Departments, and most important, the support we receive from the citizens of our great town.

I would like to thank Cheryl Gallagher, Sue Rafferty and their staff for the outstanding job they have done with the Trading Card Program for the police department. This program has brought the police and the kids (young & old) closer together.

I would also like to thank the members of the police department for their support and help in my transition within the police department. I look forward to the challenge of being your chief in the coming years.

To the Citizens of Litchfield, my wife "Diane" and I would like to say thank you for the warm and friendly welcome you have given us upon our arrival to Litchfield.

The citizens of Litchfield can be proud of their police department

Respectfully Submitted,
Thomas F. Iverson Jr.
Chief of Police

TABLE OF ORGANIZATION

CHIEF OF POLICE – Thomas F. Iverson Jr.

LIEUTENANT – Gerard A. Millette

PATROL DIVISION

Officer David A. Donnelly

Master Patrolman - Assistant Prosecutor

Officer Joseph E. O'Brien

Patrol Officer - Field Training Officer

Officer Paul Dwyer

Patrol Officer - Vehicle Maintenance -
Tactics Instructor

Officer Matthew Elliott

Patrol Officer

Officer Patrick Bronson

Patrol Officer

CRIMINAL & LEGAL DIVISION

Detective Sergeant James R. Gaudet

Detective - Prosecutor

ADMINISTRATIVE SERVICE DIVISION

Sharon A. Harding Reed

Secretary - Dispatcher

Paula Diviny

Part-time Secretary - Dispatcher

PART TIME OFFICERS

Officer Robert D. Bennett

Officer Christopher Blastos

Officer Ronald Fournier

Officer Frank Jones

Officer Steve Harris

Officer John Dunn

Officer John Pouliot

Officer Heath Savage

SUPPORT SERVICES

Gerald Pilon

Animal Control

Rev/Lieutenant Paul Ruzzo

Department Chaplain

Sue Ayers

Building Maintenance

Tom Lorden

Helicopter Search & Rescue (Volunteer)

PATROL DIVISION

The Patrol function is the backbone of any police department, regardless of size. If you come in contact with a police officer, more often than not, that officer will be a uniformed patrol officer. Patrol Officers initially respond to all calls for service. Patrol officers are responsible for enforcing all motor vehicle laws, town ordinances and state criminal laws. They are the first to respond to a motor vehicle accident, domestic disturbance, suicides, in addition to other tasks such as home security checks, business checks, traffic control and initial criminal investigations.

Traffic enforcement continues to be a priority of the patrol division. Through aggressive enforcement of our State's Motor Vehicle Laws, we continue to have a major effect on the quality of life in the town of Litchfield. Litchfield has not experienced a fatal motor vehicle accident in over ten years. We also experience fewer burglaries than the surrounding communities. This can be contributed to the patrol officer's traffic enforcement efforts. Additionally, our patrol officers continue to be vigilant in removing impaired drivers from our roadways.

Respectfully submitted,
Lieutenant Gerard A. Millette

FIREARMS TRAINING

All Litchfield Police Officers are required to be qualified with their issued firearm pursuant to State Law and Litchfield Police Department policies. Each year, all officers must qualify with their firearm, shooting a State approved course of fire. These courses of fire are designed to be challenging and stressful, and each officer must attain a set score to qualify.

In addition to annual qualification with their firearms, each officer was required to shoot a State approved familiarization course of fire with the department shotgun. This course is designed to familiarize the officer with the performance capabilities and operation of the shotgun.

Each year every officer must attend a four-hour firearm safety class. This year's four-hour class consisted of reviewing the department's policies on the wearing of the ballistic vest. Officers viewed a training tape regarding the murder of a South Carolina State Trooper and some of the lessons learned from that incident. We reviewed the procedures for safely deploying the shotgun from the cruiser shotgun mount and safely replacing it back into the mount. The final review was on procedures for safely loading and unloading the shotgun, department policies on the use of force, use of firearms and State laws regarding the use of force. All officers were then administered a department use of force exam.

Respectfully submitted,
Lieutenant Gerard A. Millette

CAREER DEVELOPMENT

In today's society a police officer's concern is primarily for the protection of the public as well for his/herself. His/her day fluctuates between periods of calm and periods of intense pressure. He/she sees people at their worst and seldom at their best.

The officer must be ready to handle every crisis that arises. To be prepared, the officer must have the proper training and guidance.

The list that follows are the career development courses and seminars that members of your police department participated in. It is with this specialized training that the officers can better serve the public.

- Clandestine Methamphetamine Laboratories and the hazards that they pose
- Drug Interdiction / Officer safety
- Outlaw Motorcycle Gangs
- Juvenile Fire Starters
- Breath Test Operator
- Intoxilyzer 5000 Operator Re-certification
- Warrantless Automobile Search & Seizure
- Basic Police Prosecutor School
- Warrants & Complaints
- Strategies for Managing School Violence

CRIMINAL DIVISION

The Criminal Division of the Litchfield Police Department presently has responsibility for oversight of all criminal investigations, the prosecution function (adult & juvenile) as well as juvenile matters.

One officer cannot actually perform all of these functions and tasks. It takes the efforts and support of the administrative staff and patrol officers working together to get the job done.

This report will give residents some idea of the nature and volume of matters dealt with by the Criminal Division, as well as highlights of certain case activity.

LEGAL BUREAU

This is the prosecution arm of the police department, responsible for the preparation and presentation of all adult and juvenile matters in the district court; grand jury presentations in the Superior Court, as well as administrative hearings. Between the Chief, Lieutenant and Detective Sergeant, there is over twenty years' experience in criminal prosecution at the district court level.

As of December 31, 1998, the Litchfield Police Department had made 193 custodial arrests or detentions: 38 of which were juvenile arrests, 16 Protective Custody arrests or detentions, and the remainder adult arrests. This does not include cases in

which the offender was summoned to appear in Court in lieu of (custodial) arrest. Litchfield Police Officers issued 337 summonses for various violations of state and local laws or ordinances, while issuing 1915 warnings. The department also had some 300 adult motor vehicle and criminal cases docketed in the Merrimack District Court (represented by the number of complaints or summonses, not persons), as well as 36 juvenile cases. Of note with these numbers were the Eighteen (18) assorted DWI prosecutions initiated by the department, as well as eighteen other alcohol-related offenses. There were twenty-nine (29) prosecutions commenced for suspended driving charges, and a growing trend of people falsely using Litchfield addresses for the purpose of registering a vehicle or other nefarious purpose. Thirteen (13) arrests and subsequent prosecutions (7.3% of the total) were domestic violence-related.

While the volume of juvenile cases seems relatively inconsequential, each juvenile prosecution generally necessitates three to four hearings a year on average: the arraignment, the adjudicatory (trial), the disposition (sentencing) and a review hearing. These account for a greater portion of time and effort than the number suggests. The legal bureau devotes great effort to juvenile prosecutions, involving a host of services and functions, in an effort to deter future misconduct and provide needed services for juveniles and their families, before these youths become an adult criminal problem burdening our community and society.

JUVENILE BUREAU

There were 36 prosecutions commenced this year by way of juvenile petitions filed in the court, but this does not represent the number of juveniles dealt with. Some juveniles referred to court have multiple charges; others are detained or arrested, but never referred to court and are diverted; still, others are never detained or arrested, and had their individual offenses or problems dealt with short of arrest or prosecution. One example of this deals with the schools in town. Under an agreement executed pursuant to the Safe Schools Act, the school district and police department have a written agreement as to which crimes must be reported to the police, and which crimes may be reported. Due to this agreement, the police are notified of many crimes and offenses that used to go unreported. This has not removed discretion from the principal or school district to deal with offenses committed on the grounds, and in fact, most often the offenses are not prosecuted if the department (and victim) is satisfied with the school's action. In some instances, the department elects to prosecute even after the school has taken action – due to the severity of the offense or the offender's past history with the department.

A breakdown of juvenile matters coming to the department's attention would be for either CHINS or Delinquency matters. A delinquency matter is one that would constitute a felony or misdemeanor if committed by an adult (such as a theft, assault, drug possession, etc.) A CHINS is a Child in Need of Supervision, and represents offenses committed by juveniles that would be violation level if committed by an adult, or so-called "status" offenses – such as Truancy, Runaway, or Wayward & Disobedient Child. Every effort is made to keep juveniles from going on to graduate to the adult criminal justice system, and everyone involved in the juvenile justice system through the Merrimack District Court is committed to that end.

DETECTIVE BUREAU

This bureau is responsible for the conduct or oversight of all criminal investigations done by the department, as well as other investigations (such as serious bodily injury or fatal traffic accidents, some serious dog bite cases, any death investigations or internal or administrative investigations). The bureau also collates and disseminates criminal intelligence information, as well as supervises alcohol and tobacco compliance operations. In addition the department instituted a practice that the Detective Bureau investigate all pistol permit applications to insure suitability for licensing. From October 1998 to date, there have been some two dozen applications investigated – resulting in one recommendation of denial, as well as recommendations for suspension of several current or granted permits due to domestic violence-related orders being served to permit holders. The bureau also maintains the Offender Registration file, which lists all the convicted sex offenders residing in Town. The Detective Bureau is also responsible for the evidence and property inventory of the department – which includes recovered property and drugs.

The majority of cases investigated by the department still continue to be crimes against property – such as burglary (11), theft (72), and vandalism or criminal mischief (92), as well as bad checks (22), or criminal trespass (43). Crimes against persons comprise predominantly of assaults and intimidation offenses. Some of those offenses would include assaults (46), harassment (46), criminal threatening (16), and stalking (2).

Property losses due to thefts, vandalism and other means reported to the Litchfield Police Department totaled \$514,203.00. Of those losses, the department recovered some \$161,943.00.

Highlights of the year from individual case perspectives would include:

1. The Massachusetts State Police have re-opened a 1978 homicide investigation in which the victim's body was dumped in Litchfield.
2. The department has investigated and recovered four stolen vehicles. In one incident, four individuals from Manchester and Lawrence (Ma.) area were arrested. At the time of arrest one was armed with a knife and the second was later arrested for Sale of Crack Cocaine in Operation Streetsweeper in Manchester.
3. Four Sexual Assault investigations, resulting in two prosecutions before the the court.
4. The identification of three burglars responsible for at least four residential break-ins, in which one subject has already entered a plea and been sentenced to two to four years in State Prison. Of the two remaining co-conspirators, one is still a fugitive and the other pending re-indictment.
5. Four drug cases investigated in conjunction with the NH Attorney General's Drug Task Force on targets/subjects residing in Litchfield, as well as two arrests of Litchfield residents for manufacturing controlled drugs.

6. Another two residential burglaries committed in the North end of Town by the same perpetrator, who was stealing checks to support a gambling habit. His crime spree covered over a half dozen jurisdictions in Hillsborough and Rockingham Counties. He is now awaiting numerous felony trials.
7. The investigation and arrest of a subject who threatened and assaulted an individual in Town with a firearm.

Respectfully submitted,
James R. Gaudet
Detective Sergeant

COMMUNICATIONS CENTER

The year 1998 was a remarkable one for the Litchfield Police Department. In January we moved into our new headquarters and in August we had the pleasure of Thomas F. Iverson Jr. becoming our Chief. These were two major events for our department.

The communications center felt a great impact with these changes.

The communications center of the Litchfield Police Department acts not only as the hub for the officers in the field but also as secretary to the Chief of Police and office clerk to the uniformed members of the department. At the present time we have one full-time secretary-dispatcher and one part-time secretary-dispatcher. Our hours are Monday thru Friday 7:00 a.m. to 5:00 p.m. After 5:00 p.m. and on weekends the emergency lines and dispatching is handled by the Hillsborough County Sheriff's Department. This is a contracted service.

Our duties as Litchfield Police Dispatchers and Secretaries include but are not limited to the following: routine and emergency telephone calls for information and police services on multiple incoming telephone lines. Maintaining logs of telephone calls and radio broadcasts, as well as monitoring multiple radio frequencies and communications with other departments and classifying incoming calls as to urgency and determining which unit to assign and when to involve supervisors. As dispatchers we have to maintain a constant state of alertness. An officer's life could depend on our actions as dispatchers.

Other duties of dispatch consist of maintaining the filing system and compiling data for uniform crime reports. We handle all mail, order supplies, maintain statistical data, prepare the payroll, check all reports and invoices, court correspondence, juvenile petitions and subpoenas, record checks and answer insurance requests. We also schedule appointments for the Chief and officers.

When calling or coming into the police station, dispatchers are the first contact the average citizen has with the police department. We take great pride in making this first contact with the police department a positive one.

I would also like to take this opportunity to thank Chief Iverson for all that he has done with our department in his short reign of five months. He is truly a professional, dedicated and caring gentleman. Our town is very fortunate to have him as Chief of Police.

Respectfully submitted,
Sharon A. Harding Reed
Secretary/Dispatcher

1998 MOTOR VEHICLE STATISTICS

	1997	1998		1997	1998
Motor Vehicle Accidents	66	61			
OHRV Accidents	1	2			
Abandoned Motor Vehicles	2	2	Reckless Operation	5	14
Assist Motorist	53	59	Recovered Stolen		
Checkups (Motor Vehicles)	0	104	Motor Vehicle	1	2
Conduct after an Accident	10	4	School Bus Violations	2	1
Directed Patrol	0	24	Spillage of Materials	0	2
DWI	21	18	Summonses	669	369
Motor Vehicle Violation	0	16	Suspended Licenses	27	29
OHRV Complaints	12	16	Suspended Registrations	8	4
Reckless Conduct	8	5	Unauthorized Use of a		
			Motor Vehicle	0	4
			Unauthorized Use of		
			an OHRV	0	1
			Warnings	2529	2084

1998 COMMUNICATIONS CENTER STATISTICS

	1997	1998
Radio Communications	9960	10366
Telephone Communications	11453	12093
Hillsborough County Sheriff's Department		
Radio and Telephone Communications		16610
911 Calls	*	17
Walk In Service	*	845

* The recording of 911 Calls and Walk In Service commenced on August 15, 1998.

1998 OFFENSE LOG STATISTICS

Arrests	1997	1998		1997	1998
Adult	272	139	Liquor Law Violation	0	1
Juvenile	85	38	Medical Emergency	33	51
Protective Custody	28	16	Misrepresenting Age to Procure Alcohol	0	1
Abandoned 911 Calls	66	109	Missing Person	5	10
Alarms	149	166	Noise Complaints	46	53
Animal Bites	0	1	Obstruction of Reporting a Crime	0	1
Animal Complaints	81	193	Paperwork Service	127	134
Arson	0	2	Pawn Shop Sales	0	222
Assaults (All)	71	46	Pistol Permit Applications	0	23
Assist other Agency	42	79	Police Information	750	409
Attempt to Commit Burglary	0	1	Police Service	31	176
Attempt to Locate	5	2	Possession of Alcohol	9	12
Attempted Suicide	0	4	Possession of Fireworks	0	1
Bail Jumping	0	1	Prohibited Sales	4	2
Burglary	22	11	Prohibition	8	6
Carry/Sell Weapons	0	1	Promoting Unlawful Gambling	0	1
Child Neglect	3	3	Protective Custody	28	16
Child Protection Act	0	1	Public Nuisance	0	1
Civil Standby	17	41	Receiving Stolen Property	0	4
Concealing Identity of a VIN	0	1	Recovered Property	33	3
Criminal Liability	0	1	Resisting Arrest	4	3
Criminal Mischief	83	92	Runaways	23	14
Criminal Threatening	8	16	Sexual Offenders Registered	0	3
Criminal Trespass	16	43	Shoplifting	0	2
Disobeying a Police Officer	6	5	Stalking	0	2
Disorderly Conduct	4	12	Suspicious Activity	27	19
Dog Bites	0	4	Suspicious Persons	87	60
Domestic Disturbance	36	53	Suspicious Vehicles	90	63
Drug Law Violations	25	26	Tampering with a Witness	0	3
Endangering the Welfare of a Child	0	1	Theft (Miscellaneous)	81	63
Escape	0	1	Theft of a Motor Vehicle	2	9
False Imprisonment	0	1	Tobacco Violations	6	5
False Pretenses/Swindle	0	1	Town Ordinance Violations	5	7
False Report	2	1	Transporting Alcohol	0	3
Federal Law Violation	0	1	Truancy	0	8
Financial Responsibility	0	1	Unlawful Acts (Littering)	0	10
Firearms Violations	5	1	Unruly Juvenile	0	2
Forgery	4	1	Unsworn Falsification	1	5
Found Recovered Property	33	35	Unwanted Subjects	0	1
Fugitive from Justice	0	1	Vicious Dog	0	1
Harassment	35	46	Violation of Bail Orders	1	3
Illegal Activity	0	1	Violation of Protective Orders	3	7
Illegal Discharge of Firearm	0	1	Welfare Checks	0	19
Issuing Bad Checks	10	22			
Kindling a fire without a Permit	0	1	Vacant Property Checks	2335	1474

1998 ANNUAL REPORT

NASHUA REGION SOLID WASTE MANAGEMENT DISTRICT

The Nashua Regional Planning Commission has provided staffing services to the Nashua Region Solid Waste Management District. This year, our main focus has continued to be providing for the management of the household hazardous waste collection program. The service runs monthly from April to November and has served 1,979 households or approximately 2.5% of all of the households in the district. All residents are encouraged to take advantage of this valuable program. We are currently working on having satellite collection sites around the region.

Participants of the collection need to be recognized for making the effort to utilize this service through occasional long lines. This is a public program supported by local communities and the State of New Hampshire that we hope all residents will continue to put to good use. We are working to expand the program for next year in response to feedback obtained from our survey process during events.

We would also like to thank all of the volunteers who attended one or more of the seven collections. Volunteers from Amherst, Brookline, Hollis, Hudson, Litchfield, Merrimack, Milford, Mont Vernon, Nashua, Pelham, and Windham all contributed a Saturday morning to help run the events. Their superb assistance has ensured success of this valuable service.

1998 TOWN OFFICERS AND EMPLOYEE EARNINGS

DEPARTMENT	PERSONNEL	EARNINGS
SELECTMEN'S OFFICE: (The secretarial and clerical personnel also serve as staff to the Building, Health, and Highway Departments, Zoning Board and various committees)	Devereaux, John R.	986.00
	Jewett, Marilyn P.	986.00
	Lazzaro, John G.	986.00
	Levesque, Sr. Thomas W.	986.00
	Pinciario, John E.	986.00
	Durocher, Cecile G.	48,593.25
	Dogopoulos, Lorraine	26,834.87
	Brodeur, Theresa	21,759.80
TOWN CLERK/TAX COLLECTOR'S OFFICE:	Jerry, Diane L.	36,648.00
	Gibeault, Patricia A.	25,446.13
	Croteau, Claire L.	15,369.26
TOWN TREASURER:	Cason, Marion E.	4,628.00
TRUSTEES OF TOWN TRUST FUNDS:	Hartling, Sheryl M.	64.67
	Rafferty, Susan M.	64.66
	Stapleton, Joseph E.	64.67
VOTER REGISTRATION & ELECTIONS:	Hamilton, Andrea	233.00
	Lepine, Christine E.	260.25
	Redding, Robert M.	260.25
	Reed, Philip M.	389.48
	Algeo, Kathleen	313.08
	Bouchard, Zendelle	309.78
	McKibben, Joan A.	97.97
	Mieckowski, Bertha A.	324.65
	Charbonneau, Donna J.	16.03
	Couture, Cynthia A.	16.03
	Cudmore, Joanne M.	19.23
	Falzone, Michael W.	16.03
	Jean, Loren J.	16.03
	Lesieur, Carmen V.	16.03
	Mieckowski, Angelika N.	25.64
	Morin, Jayne B.	16.03
	Nicholas, Paul M.	16.03
	Raccio, Janice D.	16.03
	Yusuf, Carolyn A.	16.03

TOWN HALL & LIBRARY CUSTODIANS:

Ayer, Susanne T.	5,205.90
McGaffigan, Heidy E.	2,863.32
Fitzgerald, Roger M.	23.08

PLANNING BOARD:

McKibben, Joan A.	4,079.88
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POLICE DEPARTMENT:

(Includes Special Detail Wages)

Iverson Jr., Thomas F.	23,619.20
Millette, Gerard A.	52,325.89
Gaudet, James R.	46,059.58
Bronson, Patrick J.	4,486.67
Donnelley, David A.	37,978.76
Dwyer II, Paul J.	32,632.55
Elliott, Matthew L.	20,466.95
Jones, Timothy C.	11,053.25
McGregor IV, John D.	2,776.60
O'Brion, Joseph E.	32,895.51
Bennett, Robert D.	5,075.22
Blastos, Christopher W.	4,793.72
Dunn, John R.	190.68
Fournier, Ronald R.	3,411.90
Harris, Steve P.	4,126.96
Jones, Frank E.	3,107.23
Pouliot, John C.	3,894.80
Rosnov, Todd M.	2,556.96
Harding-Reed, Sharon A.	27,143.08
Diviny, Paula J.	9,668.91

FIRE DEPARTMENT:

Lemire, Brent T.	3,594.40
Barton, Brian	1,198.70
Croteau, Michael G.	1,965.20
Schofield, Thomas B.	2,361.80
Mayopoulos, David R.	1,356.04
Nicoll, Douglas M.	41,231.20
Stanhope, Michael L.	34,560.36
Adams, Warren W.	972.24
Allard, Paul	2,195.05
Ballou, Gregory T.	44.50
Ballou, Jeff S.	42.75
Barton, Steven J.	904.80
Beetz, James R.	1,031.68
Beland, Gerard P.	269.92
Carter, Mark R.	3,126.64
Clement Jr., Richard U.	71.20
Dion, Gary M.	343.54
Dubord, Jimmy M.	394.40

Earle, Derek J.	547.20
Edmonds, Pamela A.	945.50
Garand, Pierre J.	960.90
Gilbert, Stan R.	1,161.40
Hebert, Timothy J.	676.50
Hogencamp, Dwayne W.	900.52
Howes, Jeffrey D.	116.20
Jack III, Roy W.	1,856.86
Jones, Roderick W.	697.00
Kearns, Timothy F.	1,156.20
Kelleher, Derek J.	142.40
Lemay, Mark T.	1,555.28
Levesque, Lawrence A.	1,281.60
Makarawicz, Keith W.	1,287.70
Mitchell, David M.	162.45
Mitchell, Leon S.	119.70
Nelson, Kenneth A.	2,084.50
Paquette, James D.	62.30
Pinard, Norman J.	972.76
Shea, Matthew J.	1,135.40
Tacker, Scott F.	905.78
Travis Jr., John F.	42.75
Tremblay, Eric A.	1,491.10
Welch II, Robert W.	142.40

BUILDING DEPARTMENT:	Bergeron, Roland E.	46,025.60
	Malley, Thomas J.	4,760.00

HIGHWAY DEPARTMENT:	Bergeron, Roland E.	12,194.98
	Fauteux, Gilles J. P.	13,653.66

SOLID WASTE DISPOSAL:	Duprat, Warren B.	31,238.95
	Fitzgerald, Roger M.	14,773.37
	Faucher, Herve G.	14,527.16
	Mellen, David L.	11,542.52
	Neskey, Larry P.	6,718.20

HEALTH DEPARTMENT:	Bergeron, Roland E.	1,006.00
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ANIMAL CONTROL OFFICER:	Pilon, Gerald F.	7,800.00
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LIBRARY:	Hackert, Brian D.	25,179.92
	Hamilton, Florence H.	10,906.30
	Varick, Vicki L.	1,408.84
	Brigham, Cheryl R.	4,689.26
	Kirwin, Kathleen M.	2,814.80

SUMMER RECREATIONAL PROGRAM:

Fay, Sherry A.	4,235.00
Anderson, Valerie L.	1,135.52
Byrne, Erin E.	372.64
Corriveau, Maureen A.	931.60
Dery, Jessica M.	1,321.32
Dominici, Matthew D.	1,352.64
Geist, Mary Ann	360.00
Hogencamp, Dwayne W.	90.00
Kelly, Christine	945.00
Knights, Jessica H.	872.78
Knights, Jillian F.	137.28
Massey, Craig A.	1,376.96
McNeil, Kolleen	836.52
McQuesten, Morgan E.	939.82
Morin, Carolyn B.	753.34
Murphy, Harold G.	358.94
Pelletier, Jason H.	1,305.54
Skelton, Heidi	910.86
Terwilliger, Lisa A.	750.00
Walsh, Katie E.	764.46
Walsh, Kelly A.	1,624.54

ELECTION RESULTS

MARCH 10, 1998

Polls declared open by Moderator Philip Reed at 6:45 a.m. Checklist Supervisors in attendance were Kathleen Algeo, Zendelle Bouchard, Joan McKibben, and Bertha Mieckowski.

Polls were declared closed by the Moderator at 8:03 p.m.

Voters on checklist at beginning of day:	4,114
Voters registered during day:	107
Voters on checklist at end of day:	4,221

Ballots cast: 1,304, including 1274 regular ballots and 30 absentee ballots. Additionally, there were 11 spoiled ballots.

Election results follow:

Municipal Offices

Selectman, two three-year terms:

John G. Lazzaro	822	Elected
John Pinciario	832	Elected
Raymond Peeples, Jr.	293	write-in

Checklist Supervisor, one six-year term:

Robert M. Redding	1062	Elected
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Budget Committee, two three-year terms:

Sueanne C. Johnson	935	Elected
William F. Spencer	951	Elected

Budget Committee, one one-year unexpired term:

Timothy G. Wade	990	Elected
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Fire Chief, one-year term:

Brent T. Lemire	1126	Elected
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Library Trustee, three three-year terms:

Zendelle Bouchard	923	Elected
Carolyn Leary Lambert	995	Elected
Quentin Lewis	65	write-in Elected

Road Agent, one one-year term:

Roland E. Bergeron	982	Elected
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Trustee, Town Trust Funds, one three-year term:

Sheryl M. Hartling	1009	Elected
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BALLOT QUESTIONS

1. Shall we adopt the provisions of RSA 40:13 to allow official ballot voting on all issues before the Town? (60% needed to carry)

Yes: 845

No: 419

Article CARRIED

2. Are you in favor of Amendment #1 as proposed by the Planning Board for the Town of Litchfield Zoning Ordinance as follows:

Repeal section 405.00 *Personal Wireless Communication Facilities* and replace it with a new section, 1050.00 *Telecommunications Facilities*, which will provide guidelines for the siting of cellular towers and other telecommunications facilities only in the Commercial/Industrial Service Districts and the Highway Commercial District, subject to all applicable local, state, and federal regulations and site plan review and approval by the Planning Board.

Yes: 946

No: 251

Article CARRIED

3. Are you in favor of the adoption of Amendment #2 as proposed by the Planning Board for the Town of Litchfield Zoning Ordinance as follows:

Add a new section 406 *Accessory Uses* to require private aircraft take-off and landing facilities to come before the Planning Board for site plan review and approval.

School District Offices

Moderator, one one-year term:

Philip M. Reed	1082	Elected
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School Board Members, two three-year terms:

Michaela M. Huston	145	
Richard Lascelles	651	Elected
Laurie A. Ortolano	584	Elected
Richard T. Rafferty, Jr.	428	
Marilyn M. Wade	501	

School Board Member, one-year unexpired term:

Ralph G. Boehm	243	
Gina Alloca Ferlan	129	
Laura K. Loeb	133	
Stephen C. Seabrook	370	Elected
Cecil A. Williams	311	

School District Clerk, one one-year term:

Diane L. Jerry	32 write-in	Declined
Susan Wright	4 write-in	Declined
JoEllen Bellerive	2 write-in	Declined
Ralph Boehm	2 write-in	Declined
Lorraine Cote	2 write-in	Declined
Gina Ferlan	2 write-in	Elected
Marilyn Wade	2 write-in	Declined

Treasurer, one one-year term:

JoEllen Bellerive	999	Elected
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BALLOT QUESTION

Shall we adopt the provisions of RSA 40:13 to allow official ballot voting on all issues before the School District? (60% needed to carry)

Yes: 838

No: 394

Motion CARRIED

A true record of election results, attest:

Diane L. Jerry
Town Clerk

**BUSINESS PORTION
ANNUAL MEETING
TOWN OF LITCHFIELD
FRIDAY, MARCH 13, 1998**

Time, Place: Meeting called to order at 7:40 p.m. in the auditorium of Litchfield Middle School.

Present: Philip M. Reed, Moderator, presiding; Selectmen John Pinciario, chairman; John Devereaux (who is also Selectmen rep. to Budget Committee), M. Patricia Jewett, John Lazzaro, and Thomas Levesque; Administrative Assistant Cecile Durocher; Town Counsel Jay Hodes and Heather Burns; Budget Committee members William Spencer, chairman; Ralph Boehm, SueAnn Johnson, David Michaud, Raymond Peeples, and Cecil Williams; approximately 325 voters and guests.

Ballot clerks on duty were Kathleen Algeo, Zendelle Bouchard, Joan McKibben, Angelika Mieckowski, and Bertha Mieckowski.

State Representative Leon Calawa, Jr. led the assembly in the Pledge of Allegiance to the Flag.

Moderator Reed explained the Rules of Order under which the meeting would proceed. He announced the results of the Tuesday Municipal and School District elections, and asked voters whether it was their intent to allow non-voters to speak, as has been the custom. On a voice vote, voters agreed to continue allowing non-voters this courtesy.

Budget Committee Chairman Bill Spencer gave an overview of the proposed budgets. He said that the Town budget, as proposed by the Budget Committee, would result in a .49 decrease over the previous year, whereas the School District budget, as proposed, would create a \$2.15 increase over the previous year.

Selectman M. Patricia Jewett administered the Oath of Office to those newly-elected officials who were in attendance. The Moderator opened the meeting to business under:

Article 1. Thomas Levesque MOVED that the Town raise and appropriate the sum of \$550,000.00 to construct 3,500 feet of Albuquerque Avenue (Center Section) from Meadowbrook Lane to Hillcrest Road, to construct approximately 500 feet of Liberty Way from Albuquerque Avenue to the Town Hall/Police Station, and to reconstruct the Hillcrest Road intersection at Albuquerque Avenue and to authorize the issuance of \$500,000.00 of bonds or notes in accordance with the provisions of the Municipal Finance Act (RSA Chapter 33), and to authorize the Board of Selectmen to issue and negotiate such bonds or notes not to exceed five years; and to further authorize the withdrawal of \$50,000.00 of road impact fees and accrued interest created for this purpose. This will be a non-lapsing account per RSA 32:3,

VI and will not lapse until the work is completed or in two years, whichever is less. (The Selectmen and Budget Committee had recommended this appropriation, which required a two-thirds approval by paper ballot.) Clark Graves seconded the motion.

Road Agent Roland Bergeron spoke to the motion. He offered a brief history of the road, which was begun in the early 1970s. There have been a few changes in its proposed route through the years, most notably at the southern terminus. The original route had called for the southern end of the road to connect with Derry Road (Route 102), whereas the State's proposed circumferential highway has caused the Town to re-route Albuquerque so that it will connect with the circumferential highway rather than with Derry Road. Completion of the section proposed in Warrant Article #1, he explained, is part of the Town's 5-year road plan. Meadowbrook Lane is currently the only connector between the southern end of Albuquerque and Hillcrest Road; recent traffic counts show 1,000 vehicles per day using this residential road on weekdays and 1,200 on weekends.

Following discussion, voters were instructed to use the paper ballot specially printed for the article. The polls were opened for voting at 8:20 p.m. and closed at 9:40 p.m.

NOTE: Articles were not all considered in numerical order, and the assembly frequently moved on to discuss a new warrant article while ballots on a previous item were still being counted. Because the minutes would be difficult to follow if written in chronological sequence of events, the discussions and voter decisions will be recorded in the order in which they appear on the voting warrant.

Voting results on Article 1:

Ballots cast: 276

Needed to Carry: 184

Yes: 155

No: 121

Motion DEFEATED.

Article 2. M. Patricia Jewett MOVED to raise and appropriate the sum of \$180,000.00 to overlay and reconstruct Page Road from Route 102 to Route 3A and to further authorize the use of \$180,000.00 from the State Highway Block Grant Aid fund to offset this appropriation. This will be a non-lapsing account per RSA 32:3, VI and will not lapse until the work is completed or in two years, whichever is less. (The Selectmen and Budget Committee had recommended this appropriation.) Roland Bergeron seconded.

The Moderator announced that he was in receipt of a properly-presented, signed request for a paper ballot vote. He instructed voters to use printed yes/no ballot #8.

Jack Pinciario spoke to the motion. There was no discussion.

Ballots cast: 257

Yes: 226

No: 31

Article CARRIED

Article 3. Jack Pinciario MOVED to raise and appropriate the sum of \$112,000.00 to reconstruct Albuquerque Avenue from Pinecrest Road to Wren Street and to further authorize the use of \$5,000.00 from the State Highway Block Grant Aid fund to offset this appropriation with the balance of \$107,000.00 to be raised by taxation. This will be a non-lapsing account per RSA 32:3, VI and will not lapse until the work is completed or in two years, whichever is less. (The Selectmen and Budget Committee had recommended this appropriation.) Roland Bergeron seconded.

The Moderator reported that he was in receipt of a valid request for a secret ballot. He instructed voters to use yes/no ballot #9.

Road Agent Roland Bergeron spoke to the article. There was no discussion.

Ballots cast: 258
Yes: 133
No: 122
Spoiled Ballots: 3
Article CARRIED

Article 4. John Devereaux MOVED to establish, in accordance with RSA 35, a Litchfield Cable Capital Reserve Fund for the purpose of purchasing new or replacement equipment for the development of local cable programming, the broadcasting or rebroadcasting of public meetings, and school, or Town related programs; to raise and appropriate the sum of \$3,000 or 10 percent of the current cable franchise fee paid by Litchfield cable subscribers, whichever is less; and to designate the Board of Selectmen as agents to expend or to act on anything relative hereto. (This was a Special Warrant Article per RSA 32:3, VI. The Selectmen had recommended this appropriation, but the Budget Committee had not.) Jack Pinciario seconded the motion.

John Devereaux noted that the Town does not currently have ready access to a cable channel. It is attempting to accrue funds over the next few years for purchase of the equipment it will need in order to take advantage of broadcasting opportunities when they arise. Additionally, he said, the equipment the Town currently owns is aging and will eventually need repair or replacement.

The Moderator said he had received a written request for a secret ballot. He instructed voters to use yes/no ballot #16.

Following discussion, Charles Jones CALLED THE QUESTION. Cloture CARRIED by voice vote.

Ballots cast on the Main Motion: 260
Yes: 113
No: 146
Spoiled Ballot: 1
Article DEFEATED

Article 5. John Lazzaro MOVED to raise and appropriate the sum of \$50,000.00 to insulate and equip the Darrah Pond building with a heating system and to further authorize the withdrawal of \$7,800.00 of recreational impact fees and accrued interest created for this purpose. This will be a non-lapsing account per RSA 32:3, VI and will not lapse until the work is completed or in two years, whichever is less. (The Selectmen had recommended this appropriation but the Budget Committee had not.) William Spencer seconded the motion.

John Lazzaro, as well as Recreation Committee members Richard Rafferty and Lawrence Levesque, spoke to the motion. Despite considerable money spent on the building through the years, they pointed out, it is usable only during warm weather because of its lack of insulation and heat. It has endured occasional vandalism because it is usually vacant.

Many comments indicated a feeling that the building should either be made usable or given up.

Following discussion, much of which revolved around a "Community Profile" study to be undertaken this Spring, William Spencer CALLED THE QUESTION. Cloture CARRIED by voice vote.

The Moderator said he was in receipt of a written request for a secret ballot, and instructed voters to use yes/no ballot #10.

Ballots cast:	255
Yes:	171
No:	82
Spoiled ballots:	2

Article CARRIED

Article 6. M. Patricia Jewett MOVED to raise and appropriate the sum of \$33,000 for Phase 1 of a 3-year town wide assessment update plan. The entire cost of the assessment update over the 3-year phasing will be \$112,600. (The Selectmen had recommended this appropriation but the Budget Committee had not.) Roland Bergeron seconded the motion.

Mrs. Jewett spoke to the motion. The intent, she said, was to spend three years updating assessment information on the entire Town; each of the three years, a different area of Town or a certain type of property would be studied. No changes would be implemented on any property's tax obligation until the end of the three-year fact-gathering. Following discussion, the Moderator reported being in receipt of a written request for a vote by paper ballot. He instructed voters to use yes/no ballot #1.

Ballots cast:	238
Yes:	19
No:	217
Invalid Ballots:	2

Article DEFEATED

Article 7. John Lazzaro MOVED to raise and appropriate the sum of \$5,000.00 for utilities for the old Town Hall (Meeting House) and to further authorize the Selectmen to lease the Meeting House for \$1.00 annually to the Litchfield Historical Society and the Litchfield Cable Committee jointly on a yearly basis. The Meeting House to be managed by the Cable Committee and the Historical Society jointly with the Board of Selectmen overseeing and approving of the usages, modifications, alterations, and structural changes to the building. (The Selectmen had recommended this appropriation but the Budget Committee had not.) Thomas Levesque seconded the motion.

John Lazzaro MOVED TO AMEND the article to read as follows: to authorize the Board of Selectmen to lease the Meeting House (old Town Hall) for one dollar (\$1.00) annually to the Litchfield Historical Society, with said lease to be renewed annually at Town Meeting. Under said lease, the Meeting House shall be managed by the Historical Society jointly with the Board of Selectmen, of which the Board of Selectmen will have final approval of usage, modifications, alterations, and structural changes to the building. Under said lease, the Litchfield Historical Society would be solely responsible for maintenance and utilities of the Meeting House. William Spencer seconded the motion.

John Lazzaro and Historical Society co-president Steven Calawa spoke to the article, as amended. By unanimous voice vote, the amendment CARRIED.

The Moderator reported being in receipt of a written request for a paper ballot vote on this issue, and instructed voters to use yes/no ballot #2.

Ballots cast: 231
Yes: 215
No: 16
Article CARRIED

Article 8. Frank Byron MOVED to raise and appropriate the sum of ten thousand dollars (\$10,000) for deposit into the Conservation and Land Acquisition Fund. Said funds may be used to purchase land, conservation or trail easements, or purchase of development rights. (This article had been submitted by petition. The Selectmen did not recommend this appropriation, but the Budget committee did.) Glen McKibben seconded.

Conservation Commission chairman Frank Byron spoke to the motion. Following discussion, Mark Charbonneau CALLED THE QUESTION. Cloture CARRIED by voice vote.

The Moderator reported that he was in receipt of a written request that the vote on this article be by paper ballot. He instructed voters to use yes/no ballot #7.

Ballots cast: 224
Yes: 139
No: 84
Invalid Ballot: 1
Article CARRIED

Article 9. Nancy Lewis MOVED that the town appropriate the use of one tennis court at Roy Memorial Park for the next five years, for the in-line skating and skateboarding facility presently residing there. (The article had been submitted by petition.) The motion was amply seconded from the floor.

Mrs. Lewis spoke to the motion, and explained the Friends of the Litchfield Skatepark's plans for working to obtain grants for further improvements to the park facilities; permanent outdoor bathrooms and chain-link fencing to separate the area from an adjacent tennis court were among the hoped-for improvements she mentioned.

In the course of lengthy discussion, Mark Charbonneau CALLED THE QUESTION, but the Moderator ruled his motion OUT OF ORDER because he made it after he himself had spoken.

Following more discussion, Christine Lepine asked whether the donor of the tennis court would object to its change in use from tennis to skateboarding. Mark Charbonneau replied that the Charbonneau family's businesses had donated tennis courts only because it was the only recreational need anyone had identified at the time of the donations; he said there was no objection on their part to the change in use.

Eventually, William Spencer CALLED THE QUESTION, to loud applause. Cloture CARRIED by unanimous voice vote. The Main Motion CARRIED by voice vote.

Article 10. Nancy Lewis MOVED that the Town accept the donation from the Friends of Litchfield Skate Park of the skate equipment residing on the tennis court at Roy Memorial Park for use in the Town's recreation program. (The article had been submitted by petition.) William Spencer seconded.

Mrs. Lewis spoke to the motion. Following discussion, Mark Charbonneau CALLED THE QUESTION. Cloture CARRIED by voice vote. The main motion CARRIED by voice vote.

Article 11. The Moderator read the article, which reads: To see if the town would vote to raise and appropriate the sum of \$5,000.00 for the purpose of moving the skate park equipment from the tennis court to another location on Town property.

This article would have been necessary only if the warrant article to leave the skate equipment on the tennis court had not passed. It had been submitted by petition and had not been recommended by either the Selectmen or the Budget Committee.

The Moderator asked whether there was any opposition to passing over the article. There being none, the article was PASSED OVER.

Article 12. The Moderator asked the assembly whether they were satisfied with reading the Article in the available Town Reports rather than having it read aloud in its entirety. All present agreed to forego with the reading of the article, which is:

To vote pursuant to the provisions of RSA 41:11 and 47:17, VII to adopt the following Ordinance:

Section 1: **Purpose:** The purpose of this Ordinance is to promote the health, safety, peace, comfort and convenience of the general Community by prohibiting picketing and picket lines on public highways, sidewalks and commons in front of, adjacent to or with respect to any property used for residential purposes.

Section 2: **Definitions:**

A. Picketing: — the term “picketing” shall mean any person or persons who for the purpose of protesting or demonstrating or expressing a grievance for or against any cause shall station or place themselves, on any public highway, sidewalk or common.

B. Picket Lines — The term “picket lines” shall mean a line or procession of people picketing private property used for residential purposes.

Section 3: **Picket Lines:** — Picket lines and picketers shall be prohibited on all public highways, sidewalks and commons in front of, adjacent to, or with respect to any property used for residential purposes in the Town of Litchfield except where such picketing or picket lines relate to a use or activity being carried on within such residential property.

Section 4: **Severability Clause:** — The provisions of this Ordinance are severable, and if any section, subsection, sentence or phrase of this Ordinance is for any reason held to be invalid or unconstitutional by the decision of any Court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of this Ordinance.

Section 5: **Violations and Penalties:** — Any person violating any provision of this Ordinance shall be fined up to, but not exceeding one thousand (\$1000.00) for each offense, and a separate offense shall be deemed on each day during or on which the violation occurs or continues.

John Pinciario MOVED TO WITHDRAW the article. Thomas Levesque seconded. Motion to withdraw CARRIED by unanimous voice vote.

Article 13. The Moderator read the article, which was as follows: To see, if in the event that the annual meeting does not appropriate money to fund the same, if the voters will vote to authorize the governing body to call one special meeting, at its option, to address all negotiated cost items or the fact finders report relating to Local 3657 for police personnel only. The article had been submitted by petition.

Town Counsel Jay Hodes addressed the gathering, stating that the intent of the article was to enable the Town to call a special meeting without having to go through the Court, which he said was contrary to Law. The Moderator declared the article INEXPEDIENT TO LEGISLATE.

Article 14. William Spencer MOVED to raise and appropriate \$2,023,272.00 in addition to sums already approved above to defray Town charges for the ensuing year. Thomas Levesque seconded.

School Board Chairman Richard Lascelles noted that funding was proposed for the Police Department to obtain new bullet-proof vests. He asked what was going to be done with the old ones; with the highly-charged controversy surrounding placement of local high school students, he joked, School Board members might have need of them. This generated great laughter, and earned Mr. Lascelles a round of applause.

Lawrence Levesque MOVED TO AMEND the Budget by appropriating \$8,830.00 under line item 13-50-007 in the Police budget to replace existing firearms with eighteen Glock model 30 forty-five caliber semi-automatic pistols and 600 rounds of transition training ammo; the price reflects trade-ins on existing revolvers. The motion was adequately seconded from the floor.

John Pinciario stated that Selectmen opposed this proposal because it involved committing the Department to a particular weapon before a new Police Chief was hired. Former Chief David Roberts, he said, was adamantly opposed to the use of semi-automatic weapons, and the new Chief might have similarly-strong opinions about what guns the Department should use. It is the Selectmen's belief, he said, that the new Chief should be allowed to make the decision.

Police Lieutenant Gerard Millette and Detective/Sergeant James Gaudet spoke in favor of the proposed new weapons. They pointed out that Selectmen had originally been in favor of the purchase.

Jack Pinciario agreed that this was so. But, he said, with the former chief retiring at the end of 1997 and the process of hiring a new Chief taking some time, it provided the Town with an unusually good opportunity to conduct an "audit" of the Police Department. This, he said, would allow the new Chief to start off with a clear understanding of "where the Department is." Mr. Pinciario said it then made little sense to start tying the new Chief's hands by making decisions prior to his appointment. That, he said, was why Selectmen now opposed the purchase.

Christine Lepine inquired whether these were to be additional guns or replacements. It was replied that the new guns were to replace the existing ones.

On a voice vote, the amendment LOST.

Thomas Levesque MOVED TO AMEND the Salary and Personnel Accounts to provide a three percent (3%) across-the-board pay increase of all non-bargaining employees. The cost for this increase is \$13,740.00 and will be accommodated by reductions in other accounts. There will be no net increase in the proposed budget. John Pinciario seconded.

There was little discussion, and the amendment CARRIED by voice vote. It did not change the Budget's bottom line.

Senior Patrolman David Donnelly, noting that he is not a Litchfield resident, asked whether a voter might propose a similar amendment for providing a 3% increase to Police Department personnel. The Moderator said it would not be possible to do so because the Department is unionized.

Cheryl Gallagher requested a POINT OF CLARIFICATION regarding the possibility of approving a 3% salary increase for the Police Department. She noted that Department personnel hadn't received a raise in two years.

The Moderator declared that such an amendment, if proposed, would be inexpedient to pass because it would be contrary to Law. The Police Department, he said, is a unionized body, and salaries are contract issues which can only be discussed in the process of negotiation.

Patrolman Donnelly said it was his understanding that the Town could vote upon the increase if it chose to do so. There were a few attempts to debate the issue until Town Counsel Jay Hodes repeated that the Town would be in violation of the Law if it attempted to engage in such a dialog.

Ralph Boehm MOVED THE QUESTION on the Bottom Line, but the Moderator did not accept the motion. He said Selectman Jewett was working on an amendment.

M. Patricia Jewett MOVED TO AMEND the Bottom Line to \$2,019,772.00 by deleting a proposed \$700.00-per-selectman pay raise (\$3,500.00 total). Selectmen, she said, had agreed not to accept an increase this year. The motion was seconded from the floor.

A voice vote proved too close for the Moderator to call. On a vote by show of hands, the Amendment CARRIED.

Ralph Boehm MOVED to approve the Budget at \$2,019,772.00 exclusive of already-approved items. The motion was adequately seconded from the floor. It CARRIED by voice vote.

Article 15. The Moderator asked whether the assembly wished to dispense with the reading of reports of agents, committees and other officers therefore chosen, including the reading of the minutes of the current or prior meeting. The question was amply MOVED and seconded from the floor.

There were numerous calls of "MOVE TO ADJOURN" and "SECOND" from the floor, and the Meeting was declared closed at 11:30 p.m.

A true record of actions taken at the March 13, 1998 Business Portion of Annual Meeting, attest:

Diane L. Jerry
Town Clerk

MARRIAGES — 1998

Date	Groom	Residence	Bride	Residence
05/17/98	Adams, Douglas	Litchfield	McHugh, Denise	Nashua
12/05/98	Anderson, Edward	Windham	Amorelli, Dawn	Litchfield
10/16/98	Audet, Ronald	Manchester	Camacho, Martha	Manchester
05/02/98	Beard, Russell	Litchfield	Mainville, Cheryl	Litchfield
04/25/98	Bento, Richard	Litchfield	Thibault, Tina	Manchester
12/31/98	Brennan II, Michael	Litchfield	Brown, Melanie	Londonderry
08/22/98	Brown, Ronald	Brookline	Dalton, Sarah	Litchfield
05/31/98	Burton, Jason	Litchfield	Davies, Donna	Litchfield
07/26/98	Cieboter, Jeffrey	Litchfield	Cote, Tammy	Litchfield
11/07/98	Clarke, Aric	Litchfield	Johnson, Laura	Litchfield
09/19/98	Comeau, Michael	Litchfield	Britton, Marie-Teresa	Litchfield
08/15/98	Couture, Steven	Manchester	Laplane, Deborah	Manchester
08/15/98	Crane, Charles	Pennsylvania	Catman, Christina	Pennsylvania
09/19/98	Davis, Jonathan	Litchfield	Davis, Dorothy	Litchfield
10/04/98	Day, William	Litchfield	Flint, April	Nashua
09/12/98	Desantis, Maurice	New York	Carleton, Kathryn	New York
09/12/98	Ericson, Mark	Litchfield	Morris, Christina	Litchfield
12/12/98	Faial, John	Litchfield	Tourville, Susan	Litchfield
06/06/98	Ferrari, Gregory	Litchfield	Loeb, Laura	Litchfield
11/14/98	Fitzwater, Christopher	Litchfield	Rivera, Elba	Litchfield
12/12/98	Gelinas, David	Litchfield	Judd, Sharon	Litchfield
06/19/98	Graf, Gary	Litchfield	Sonricker, Lori	Litchfield
08/08/98	Hinckley, John	Litchfield	Pointer, Laura	Litchfield
03/27/98	Hultman, Nicholas	Litchfield	Maker, Sarah	Litchfield
02/14/98	Jerry, Mark	Manchester	Douzanis, Lorrie	Manchester
06/06/98	Kelly, David	Litchfield	Romano, Robin	Litchfield
05/09/98	Kidder Jr., Albert	Litchfield	French, Deborah	Litchfield
07/18/98	Lagasse, Jeremey	Hudson	Ray, Laurie	Litchfield
10/16/98	Larock, Jonathan	Massachusetts	Cousineau, Cynthia	Litchfield
09/05/98	Launier, Robert	Litchfield	Nichols, Allison	Litchfield
07/04/98	Ledoux, John	Litchfield	Raymond, Mary	Litchfield
05/16/98	O'Rourke, Brian	Litchfield	Willard, Lisa	Litchfield

Date	Groom	Residence	Bride	Residence
06/27/98	Perigny, Raymond	Litchfield	Collins, Beth	Nashua
07/04/98	Phillips, Charles	Rhode Island	Galoski, Cynthia	Rhode Island
08/02/98	Reilly, Mark	Litchfield	Ayers, Debra	Litchfield
08/01/98	Reis, Paul	Manchester	St. Cyr, Karen	Manchester
04/25/98	Rhyner, Gordon	Litchfield	Roth, Amber	Litchfield
08/01/98	Romano, Michael	Connecticut	Lengel, Sara	Connecticut
06/02/98	Salem, Acram	Manchester	Laflamme, Vicky	Canada
10/10/98	Savary Jr., George	Litchfield	King, Frances	Litchfield
07/10/98	Scanzano, Thomas	Litchfield	Cleveland, Kacy	Litchfield
06/27/98	Small, Michael	Litchfield	Payne, Andrea	Londonderry
09/19/98	Soucy, Gary	No. Carolina	Keaton, Debra	No. Carolina
08/08/98	Soule, Paul	Litchfield	Labrie, Laura	Litchfield
09/06/98	Sousa, Dennis	Massachusetts	Thibeault, Amanda	Bedford
06/13/98	St. Peter, Stephen	Litchfield	Brown, Ann	Nashua
12/31/98	Stamm, Gregory	Hudson	Pedrosa, Flavia	Litchfield
04/18/98	Tenney, Ryan	Litchfield	Hebert, Tiffany	Litchfield
08/15/98	Theriault, Michael	Litchfield	Mark, Alison	Litchfield
05/09/98	Tremblay, Eric	Litchfield	Larochelle, Lea	Litchfield
07/18/98	Venable, Michael	Londonderry	Blair, Dena	Litchfield
06/16/98	Whalen, Jeffrey	Litchfield	Grenier, Kathryn	Litchfield
06/06/98	Wood, Philip	Litchfield	McInnis, Karen	Manchester
10/04/98	Xintaras, Thomas	Litchfield	Grandmaison, Cassandra	Manchester

BIRTHS — 1998

Date	Child's Name	Father's Name	Mother's Name
09/04/98	Allard, Alyssa	Craig	Annie
10/19/98	Angerami, Anthony	Michael	Amy
07/13/98	Arsenault, Robert	Gerard	Deborah
12/05/98	Asmus, Elizabeth	Scott	Madeline
03/21/98	Beauchesne, Julia	Richard	Kerry
07/03/98	Beaulieu, Gabrielle	Mark	Kristen
03/12/98	Biggar, Taylor	Lee	Heidi
02/26/98	Bradish, Courtney	James	Lisa
01/11/98	Briggs, Jeffrey	Mark	Deborah
04/21/98	Briggs, Nicole	Matthew	Kandi
05/31/98	Brooks, Ry	Michael	Suzanne
11/19/98	Bullare, Meaghan	Vance	Christine
10/26/98	Bumbaca, Joshua	Michael	Pamela
09/20/98	Burton, Abbie	Jason	Donna
01/02/98	Christiansen, Makenzie	Hans	Heidi
08/12/98	Cichocki, Michael	Donald	Cheryl
08/07/98	Clarke, Madison	Aric	Laura
03/02/98	Colella, Sofia	Nicolo	Michelle
09/05/98	Conaty, David	Leonard	Cynthia
03/21/98	Conaty, Melinda	Kenneth	Deanna
06/10/98	Crema, Olivia	Michael	Julie
04/18/98	Dalton, Amber	Edward	Kristen
01/24/98	Damphousse, Amy	Paul	Beth
03/26/98	Descheneau, Lillian	Mark	Paula
08/31/98	Devereaux, Thomas	John	Kathleen
12/06/98	Dion, River	Christopher	April
02/14/98	Disciscio, Ann	Charles	Linda
06/11/98	Dobbins, Kelsey	Caleb	Kirsten
11/11/98	Dommel, Michael	David	Lynda
08/27/98	Donovan, Meghan	Donald	Deborah
08/27/98	Donovan, Patrick	Donald	Deborah
05/07/98	Doucette, Brandon	Robert	Audrey
02/03/98	Drew-Huckins, William	Michael	Melissa
05/01/98	Dyer, Colin	Robert	Kathleen
08/06/98	Edgar, Alicia	James	Stacey
02/13/98	Falcone, Brandon	Matthew	Lisa
08/13/98	Farrell, Sean	Michael	Patricia
10/18/98	Figary, Kacie	Randy	Rhonda
03/01/98	Gagnon, Curtis	Robert	Kathryn
12/28/98	Gallant, Renee	James	Linda
01/24/98	Gannon, Conor	Robert	Cara
09/03/98	Gibson, Juliana	Richard	Maureen
04/23/98	Gottsche, Jacqueline	Steven	Ann Marie
03/04/98	Gray, Michael	William	Kim

Date	Child's Name	Father's Name	Mother's Name
03/12/98	Haasis, Garrett	Steven	Cynthia
03/09/98	Hagenow, Emily	Kirk	Sharon
12/22/97	Hancock, Meaghan	James	Deborah
08/12/98	Hardy, Talia	Sean	Nadia
07/31/98	Hayward, Adam	Michael	Karen
05/21/98	Hidalgo, Harrison	Jeffery	Debra
01/03/98	Hobbs, Sarah	Frank	Kathleen
08/29/98	Houle, Matthew	Michael	Wendy
03/14/98	Hrubowchak, Allison	David	Mary
04/20/98	Hutchinson, Jocelyn	Craig	Mary
09/04/98	Iarrobino, Allison	Michael	Nancy
08/14/98	Jeffrey, Connor	John	Karen
04/09/98	Johnson, Brianna	Donald	Michelle
09/09/98	Krane, Amber	Richard	Alison
09/10/98	L'Etoile, Christian	Steve	Melissa
10/19/98	Landrau, Roberto	Roberto	Rhonda
04/19/98	Leblond, Jaime	Ronald	Laura
02/18/98	Lemay, Connor	Michael	Katina
11/20/98	Leonard, Alyssa	John	Catherine
06/11/98	Leprohon, Catherine	David	Christa
05/08/98	Levasseur, Grant	Daniel	Lisa
03/13/98	Linnehan, Grace	Richard	Christina
05/27/98	Luszyk, Jessica	Michael	Kristin
09/18/98	Mackey, Patrick	Brian	Michelle
08/06/98	Massicotte, Kasey	Robert	Kathleen
10/17/98	McNulla, Michael	Mark	Denise
11/10/98	McNulty, Caitlyn	Timothy	Stacy
06/06/98	Michaud, Thomas	Darren	Yanna
04/07/98	Moore, Zachary	Peter	Rebecca
06/16/98	Mun, Evan	Kam	Sandra
09/09/98	Murrin, Jackson	Warren	Melissa
10/07/98	O'Brien, Patrick	Michael	Angela
10/07/98	O'Brien, Sean	Michael	Angela
07/29/98	Olson, Emily	James	Dawn
11/30/98	Olson, Ty	Scott	Lisa
02/06/98	Orlando, Luke	Douglas	Linda
01/22/98	Page, Gregory	David	Dierdra
04/09/98	Page, James	Steven	Heather
10/04/98	Paquette, Amy	Jeffrey	Catherine
04/05/98	Pascucci, Alyssa	Christopher	Margaret
02/11/98	Perigny, Trevor	Donald	Sandra
10/12/98	Puchalski, Justin	Joseph	Victoria
06/03/98	Quigley, Abigail	Lawrence	Virginia
08/19/98	Raymond, Samantha	Joseph	Kimberly
06/11/98	Reinitzer, Savannah	Peter	Ilana
11/01/98	Rhyner, Braden	Gordon	Amber

Date	Child's Name	Father's Name	Mother's Name
06/02/98	Richardson, Michael	Paul	Patricia
03/05/98	Rizzo, Trevor	Paul	Nicolle
03/21/98	Robinson, Dylan	Brian	Heather
11/20/98	Robley, Leah	Glen	Lisa
08/02/98	Roche, Trevor	Terry	Lisa
04/14/98	Rochford, Alana	Richard	Alison
07/05/98	Rochford, Heather	Kevin	Kerry
08/04/98	Rochussen, Anya	Glen	Adele
07/01/98	Rodrigues, Jeremy	Robert	Susan
01/10/98	Romick, Thomas	Michael	Lisa
05/22/98	Rousseau, Katherine	Paul	Michelle
08/29/98	Scafidi, Sophia	Anthony	Laurie
08/13/98	Schreiber, Madison	William	Gilda
08/13/98	Schreiber, Noah	William	Gilda
10/29/98	Scrima, Stephanie	Steven	Francesca
09/08/98	Sico, Paul	Paul	Colleen
08/21/98	Smith, William	Stanford	Melissa
02/13/98	Stagnone, Hayden	Mark	Heather
10/20/98	Stone, Logan	Joseph	Leigh
08/04/98	Sullivan, Tamara	Douglas	Jean
02/13/98	Tacker, Hannah	Scott	Martha
01/25/98	Treanor, Riley	Patrick	Meggin
02/18/98	Waller, Brittani	Paul	Tracey
12/11/98	Wilson, Taylor	Vernon	Brandee

DEATHS — 1998

Date	Name of Deceased	Father	Mother	Spouse
11/04/98	Beebie, Russell	Joseph	Georgianna	Claire
08/20/98	Burgess, Arthur	Ernest	Ella	Irene
08/13/98	Gilbertson, Jennie (Baio)	James		James
12/27/98	Jerry, Robert	George	Josephine	Deceased
04/27/98	MacLean, Jean	Donald	Lucy	
02/25/98	Marshall, Donald			
10/06/98	Michaud, Laurent	Oswald	Martha	Geraldine
10/18/98	Townsend Jr., Harold			
10/18/98	Young, Thomas	Donald	Elaine	

NOTES

SCHOOL DISTRICT OFFICERS

MODERATOR

Philip M. Reed

CLERK

Gina Ferlan

TREASURER

Jo Ellen Bellerive

SCHOOL BOARD

Richard Lascelles, Chairman
Term Expires March 2001

Laurie Ortolano
Term Expires March 2001

Cindy Couture
Term Expires March 2000

Donna Straight
Term Expires March 2000

Stephen Seabrook
Term Expires March 1999

REPORT OF THE SCHOOL BOARD

To the Citizens of Litchfield,

This past year started at the close of the past school district meeting with extensive goals and challenges. The board, with the assistance and cooperation of the administration, of numerous volunteers, and the community at large, has faced those challenges with tenacity and diligence.

Much of the year's work has been dedicated to finding a long-term solution to the high school situation. That work started immediately after last year's meeting by continuing to seek a long-term tuition agreement with the Manchester School District. We currently have an agreement to send up to 125 students to Manchester. That agreement runs out in the year 2002. Our efforts in this area were fruitless. Faced with an overcrowding situation of their own, Manchester informed us they could not accommodate our request.

At the beginning of the new fiscal year, we began to develop plans for a new high school facility. That work has progressed very nicely throughout the year. We are now fully prepared to propose to the community a facility that will meet the needs of Litchfield into the foreseeable future.

In addition to the plans for the facility, the building committee, made up of about 20 individuals from all walks of life, has been busy preparing the framework for the curriculum and program of the new school. The community was given the opportunity in a series of meetings to contribute what they wanted the school to achieve. This effort resulted in a vision statement and educational specifications that have been submitted to the state department of education. Feedback on that effort has been very positive.

As a result of a warrant article of last year, the district was able to sell to the state, an environmentally sensitive area behind the Middle School. The area was part of a package that resulted in a much larger area being taken out of development and forever protected. With the proceeds of the sale of that property, the district was able to purchase a new site for the school. This site met a very stringent set of criteria and was by far the most desirable site available. The board held a public meeting specifically for neighbors of the site to hear concerns and develop plans to ensure the school does not intrude on their quality of life. The board feels the school will be built and operated with minimum impact on the neighborhood.

Based upon last year's meeting, the effort to improve and maintain the Griffin Memorial School was continued. Over the summer, a significant part of GMS had the roof replaced, and additional ventilation was installed. This is part of a continuing effort to improve the quality of the air at that school.

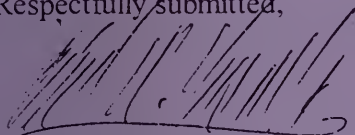
We were able to negotiate a new tuition contract with the Hudson School District which will ensure some Litchfield students will be able to attend Alvirne High School. Hudson has imposed a cap on students (1500-combined Hudson/Litchfield) at Alvirne that will ensure beginning this next fall all Litchfield students will not be able to attend there. In January of this year, we were able to negotiate a reduced "transition tuition" that will allow current Litchfield Freshmen and Sophomores to finish their high school careers at Alvirne without increased costs to the district when the high school opens in the fall of 2000.

The board was involved in a study of the current School Administrative Unit (SAU) arrangement. We investigated splitting from the Hudson District to form our own SAU as well as restructuring to allow for an adequate level of service without significant cost increase to the district. After many meetings both the Litchfield and Hudson SAU study committees came to the conclusion that a split or restructuring was not in the best interest of either community from a cost or level of service perspective.

After the retirement of our last superintendent, Larry Burton, in June, the SAU board initiated a search for a new superintendent. As an interim superintendent, the board hired John Powers, a veteran of many years in administration. He has performed admirably in all respects and has agreed to stay on until the end of the school year. The search has been narrowed as this is written and we feel certain a new superintendent will be in place at the beginning of the new fiscal year.

The board wishes to thank all the people of Litchfield for their support of public education in the town. The coming year's work will be as important as any that has faced any recent board. We ask for your support, encouragement, sweat, and prayers as we finish this year's work and look to the future.

Respectfully submitted,

A handwritten signature in dark ink, appearing to read 'Richard W. Lascelles', written over a horizontal line.

Richard W. Lascelles, Chairman
Litchfield School Board

REPORT OF THE INTERIM SUPERINTENDENT

To The People of Litchfield,

It is my pleasure to work with the many people of Litchfield whom I have met as Interim Superintendent. The challenge of the experience is matched by the rewards of working with people who are uncompromising in their commitment to the community good.

The work has been “driven” by the need for a new high school in Litchfield; due to the decision of the Hudson School Board to limit the capacity at Alvirne to 1500 students.

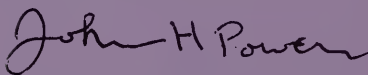
The Hudson decision must be respected because of its educational value despite the loss of Litchfield revenue requiring tax payer sacrifice. To continue Litchfield students would lead to a school of 2000 students, the size of which would diminish the effectiveness of the Alvirne High School we have known. Litchfield has grown beyond the tuition stage with a high school population that will soon exceed 500 students, larger than 40% of New Hampshire high schools today. It appears that Litchfield can operate a high school of its own at a cost comparable to the cost of tuition, and enjoy the community enrichment that a high school can bring.

A new high school will secure the future for Litchfield students providing for grades 1-12 continuity under the governance and control of the people of Litchfield.

If approved, the school will open with grades 9-10 population, allowing those now at Alvirne to complete their program through graduation. The grades 9-10 limitation allows for closer attention for these “first students” who will play a unique role in the development of the school’s maturity to grades 9-12 in the year 2002.

While the challenge of opening a new high school is great, the people of Litchfield apparently have the resolve to proudly meet the challenge.

Respectfully submitted,



John H. Powers
Interim Superintendent

Report of the Business Administrator

It has been a challenging and educational process since I joined the SAU 27 administrative team in April. During the time that this position was vacant, Mr. Larry Burton, Superintendent of Schools filled the duties of this position in addition to his own, as he has done before. While our time together was brief, this gave me an advantage coming in of having another senior administrator familiar with the operations of your district. I wish to extend my thanks and appreciation to Larry not only for having the confidence in me to hire me, but also for the education he has provided me.

I am fond of saying that any Business Administrator is only as good as the team that surrounds and supports him. To that end, I feel blessed. My immediate staff of Karen Burnell, Sandy Farland, Donna Gilbert, and Lorraine Madison are talented, dedicated individuals that the district is fortunate to have in their employ. I have been extremely pleased with our administrative team and their staffs, and the ease in which we work together. Finally, I must give the Litchfield Building Administrators and their staffs credit for the professionalism and efficiency they have shown in dealing with the business and budget issues.

During the past 9 months, the following areas have been of prime concern to this office:

- ◆ This past spring and summer, a number of projects were undertaken and completed by the district. Probably the largest and most noticeable were new Roof Replacement, Municipal Water hook up, and the New Oil Tank, all at the Griffin Memorial School. A complete listing of these projects is available at my office for anyone interested.
- ◆ The external audits of the Litchfield School District and SAU 27 went very smoothly. No problems or material weaknesses were reported. However, I did discuss the matter of policy review in certain areas with the auditors and the Board, and this will be taken up this spring, prior to the start of the new fiscal year.
- ◆ I began work with the Joint Loss Management Committee and the Tools for Schools Committee. While the JLMC has not met this Fall due to my schedule, a great deal of important groundwork was completed last spring. This work will continue this spring. The Tools for Schools committee has helped to educate me in regards to the Indoor Air Quality issues that had existed at the Griffin Memorial School. A tremendous amount of work has been done in that regard, and the latest testing was quite positive. Please rest assured that it is my policy that if a problem exists that threatens child safety, it will be dealt with. Your school board has supported this position 110%.
- ◆ Purchasing is always a major part of this office's work. This past year we began consolidated purchasing to increase the buying power of both districts. In the future I'd like to explore areas where the town can benefit as well in such consolidation. This spring the Board will be considering revised purchasing policies as well.
- ◆ The SAU Technology committee continued its work, and this was culminated in new software and hardware being proposed for the Litchfield school administration where needed as well as for the central offices.

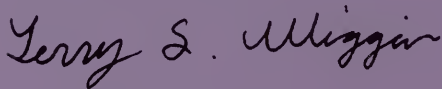
- ◆ Probably the most significant and time-consuming area that I have been involved in this fall is the preparation of budgets for the Hudson and Litchfield School Districts as well as for School Administrative Unit #27. Changes in the accounting codes at the state level, a desire to begin restructuring the budget presentation, and the sheer volume of activity with three budgets, two building projects, and two SAU Study committees have limited the amount of changes I was able to make for in this book for this year.

While not available for publication in this year's book, some of the things I hope you'll see in the future will be:

- A "Narrative Budget", which provides greater explanation as to what is in various budget lines and why they have increased or decreased.
- More graphical representation of data.
- Different ways of looking at the Litchfield School District's budget to help you understand what goes into educating your children.

In closing, let me stress that my door is open. I can be reached at 886-1254. While I am not always available immediately, I always return the phone calls of Litchfield citizens.

Respectfully Submitted,

A handwritten signature in black ink that reads "Terry L. Wiggin". The signature is written in a cursive, flowing style.

Terry L. Wiggin, RSBA
Business Administrator

*Griffin Memorial School
229 Charles Bancroft Highway
Litchfield, NH 03052*

Linda N. Scott
Principal

Robert St. Cyr
Assistant Principal

Mr. John Powers
Interim Superintendent of Schools
20 Library Street
Hudson, NH 03052

Dear Mr. Powers,

It is truly a privilege for me to submit my first report as the principal of *Griffin Memorial School*. The eight months of my tenure have been busy, exciting, and rewarding. I am convinced that one would have to search far and wide to find an elementary setting that is better than this one in the education that it offers through its dedicated and talented staff.

This has been a year of change commencing with the resignation of my predecessor and mentor, Doreen Worthley. I will always be indebted to her for the opportunity of learning from her expertise in the field of education. I remain indebted, too, to the staff and School Board for their overwhelming vote of confidence in giving me this helm. I am humbled by the responsibility, and grateful for the privilege. Many things are happening within our facility that hold bright promise for the future of our students and teachers.

The summer was busy with multitudinous building improvement projects necessary to keep up with the needs of an aging facility. The building greeted returning students with shiny hallways, a new roof, and 12 newly tiled classrooms. Teachers began the year by meeting together and working with the new administration in shaping the direction of classroom practice at Griffin. This continues to be an ongoing process as teachers continue to grow and collaborate regarding the most effective ways to teach students within our charge.

We have many improvements both inside and outside of our building. The most noticeable as you enter is the lovely landscaping that the P.T.O. has provided. The playground has new and safer gravel for the students to play on generously donated by Continental Paving. A new roof protects the building and the cafeteria has a new ceiling. The only section of the roof that has not been recently replaced is over the gym. In addition to the newly tiled classrooms, there are brand new first grade bathrooms designed to meet ADA specifications, new fire doors to the gym and all classrooms that needed them, new library carpet, and added ventilation to rooms 33 and 34 upstairs in the thirties building. A project to enclose the stairs, in order to fulfill fire codes, has just been completed. We have also connected to town water, and removed and replaced the oil tank as mandated by law.

During the construction projects we discovered several areas that we suspected had asbestos in addition to the ones that were of concern in the spring. Initially, the installation of the new roof necessitated the removal of the old one which tested positive for a small amount of asbestos in the sealant, so the first abatement of the summer was completed. Inside the building, previous to any abatement, we had the air thoroughly tested to ascertain if there was any reason for concern to people who had occupied those areas during the school year. The test results were excellent and the professionals said that no action was necessary. We have chosen to be proactive and aggressive where asbestos is present, therefore had the areas abated. Our three year re-inspection occurred in the fall. All reports are available for you through the office. Please feel free to come to me with any questions that you might have. Additionally, we have just concluded a comprehensive air quality inspection this fall to determine the effect of the improvements we have made. Preliminary reports look very good, however, the final report is not yet complete.

We have several new full time staff members including Robert St. Cyr, who came from Hudson to serve as my assistant. I am appreciative of his help and support. We are fortunate to have Dr. Mary Ford, who serves as the Special Education Case Coordinator, sharing her expertise in the field. Pam Hottel joined us to fill the new third grade position, bringing her strong dedication to children and teaching. Teresa Pinard, who served as Food Services Director for many years, retired in June and is missed! We are grateful for her many years of dedicated service to Litchfield students. We were fortunate, as well, to find Hilda Lawrence to take Teresa's place, who brings a depth of experience to the position. David Ross came on staff in the spring as the maintenance director, and has proven to be a valuable resource in the issues that we have faced in the building. Sandra Madiera and Joe Underwood are also new to the Griffin custodial staff and are contributing to the sparkling interior of the school.

Technology continues to be a growing presence in our building, from the acquisition of equipment, to the implementation of newly gained skills by the staff. The persistence and dedication of our volunteer Technology Committee is the backbone behind this progress, and we are truly the beneficiaries of their efforts. The school is close to being completely wired to give access to the internet (closely supervised!) throughout most of the building. Led by Tim Wade and Steve Pitcher, many volunteers have contributed to this undertaking.

Once again the third grade students participated in the New Hampshire assessment program, and once again they have made us proud, highlighting the effects of sound instruction. The achievement at each proficiency level on the *NHEIP* is as follows: Language Arts: Advanced - 9%, Proficient - 27 %, Basic - 46 %, Novice - 16 %. Mathematics: Advanced - 30%, Proficient - 27 %, Basic - 34 %, Novice - 4 %. The fourth grade students participated in the *California Achievement Test* and achieved (medial national percentiles) : 72.7th percentile in Reading, 76.6th percentile in Language Arts, 81st percentile in Math, 67th percentile in Spelling, 79.8th percentile in Study Skills, 77th percentile in Science, and 73.6th percentile in Social Studies.

The accomplishments at Griffin would not be possible without the valuable support of resolute members of our school community who work to support us so consistently and diligently. Important resources include our PTO, school volunteers, and the many supportive parents who take the time to be involved in the school. Once again the school received the Blue Ribbon award in recognition of the exemplary school volunteer program. The Gold Circle Award was again achieved for the business partnerships, one with the Bank of New Hampshire which provides the school banking program, and the other with U.S. Post Office which provides the Wee Deliver school mail program. These and many other programs will be showcased at the second annual A.D.O.P.T. day, which will take place at Litchfield Middle School on March 6 from 10:00-2:00. Additionally, the availability of Central Office personnel is greatly appreciated, as is the commendable persistence of the School Board in pursuing what is necessary to produce happy, successful, life-long learners .

These are exciting days for education in Litchfield. Heartfelt thanks goes to all of the staff at Griffin Memorial. I am ever awed by their dedication to your children and excellence in education. I eagerly look forward to the days ahead.

Respectfully submitted,


Linda N. Scott, Principal

Litchfield Middle School

19 McELWAIN DRIVE
LITCHFIELD, NEW HAMPSHIRE 03052-2328

MARTIN SCHLICHTER
PRINCIPAL

TELEPHONE
424-2133
FAX
424-1296

January 5, 1999

Mr. John Powers
Superintendent Of Schools
20 Library Street
Hudson, NH 03051

Dear John:

It is with great pride and pleasure that I write this annual report to you.

The student population at the middle school hovers at about 500 students. It is interesting to note that when we opened the building in 1987 there were 212 students attending this school. Obviously, the nine-room addition and the relocation of the fifth grade to the middle school had a dramatic effect on the school's population, but there has been substantial growth at all grade levels over the years. As our student population has grown, so has our staff. We currently have about 50 full and part-time employees working at the school.

We are most fortunate to be able to work in such a well-designed excellent middle school facility. In my travels and visits to other middle schools, I have yet to find a more functional and attractive school. Visitors are often surprised when I tell them that the school is almost 12 years old. It truly looks almost as new as the day we opened. Much credit has to be given to our custodial staff for all their hard work and efforts in keeping the building in great shape.

The teaching staff continues to be very pleased with student performance at the middle school. All assessments indicate solid academic growth in both standardized achievement tests and quarterly class grades. We continue to have a number of students participating in the John Hopkins Youth Honors Program, which recognizes young scholars. Our middle school graduates continue to do very well at area high schools, academically, socially and in interscholastic athletics.

I continue to be very pleased with the instructional program at the middle school. Our teaming approach, individual instruction, and interdisciplinary approaches have proven to be very successful. Our district technology program has certainly benefited all as we now are completely networked and have Internet accessibility in each classroom. The technology committee has to be given credit for all this great work. We at the middle school continue to remain dedicated to developing basic learning skills, interests and values, while keeping in mind this age group's fragile self-esteem.

Student behavior at the middle school continues to be very good. We have had very few infractions that necessitate student suspensions over the past year. When I talk with colleagues, I am surprised with what they are dealing with on a daily basis. The work of parents is critical in this important area and I am pleased to report that their support is always there.

In the social development area, service projects continue to be a major focus for all students. The Student Council continues to take an active leadership role in many projects, which help our community and the surrounding area; food drives, helping at local soup kitchens, and support of the Kids Café in Manchester are just a few of the many positive activities in which our students participated.

These accomplishments could not become a reality without the support of many groups and individuals. I thank the hard working and dedicated teaching staff, which always endeavors to make each student find a positive level of success; all the support staff and my hard working secretaries who always take pride in their work. In addition, I thank the PTO, Booster Club, Women's Club, Parks & Recreation Committee, Technology Committee and the police and fire departments for all their support. I thank the Litchfield School Board for their continued support of the middle school program.

Finally, John, I thank you, Assistant Superintendents Kress and Conway, Business Administrator Terry Wiggin and Special Education Director Jonathan Smith for all the support and help you have given me. It has been a pleasure working for such a nice man and I wish you well in your retirement.

Respectfully submitted,



Martin Schlichter
Principal

MS/lp

Business Portion
Litchfield School District
Annual Meeting
Friday, March 20, 1998

Time, Place: Meeting called to order at 7:48 p.m. in the gymnasium of Litchfield Middle School

Present: Philip Reed, Moderator, presiding; School Board members Richard Lascelles, chairman; Cynthia Couture, Laurie Ortolano, Donna Straight (also Budget Committee rep.), and Linda Tate; Superintendent of Schools Larry Burton; Litchfield Middle School Principal Martin "Bo" Schlichter; Griffin Memorial School Principal Doreen Worthley; numerous other staff members; Budget Committee members William Spencer, chairman; Ralph Boehm, John Devereaux (Selectman rep.), SueAnn Johnson, David Michaud, Raymond Peeples, and Cecil Williams; approximately six hundred (600) voters and guests.

Ballot clerks on duty were Kathleen Algeo, Zendelle Bouchard, Joan McKibben, Angelika Mieckowski, and Bertha Mieckowski.

Moderator Reed led the assembly in the Pledge of Allegiance and reviewed the procedures under which the meeting would be conducted. On a voice vote, the assembly agreed to allow non-voters to speak, as has become customary.

The Moderator reviewed the March 10 election results and Budget Committee chairman Spencer provided a brief overview of the expected financial impact of the proposed expenditures. As approved at the previous week's Annual Town Meeting, he said, the municipal budget will result in a tax decrease of thirty eight cents (.38). The School budget, as proposed by the Budget Committee, would result in a two dollar and fifteen cent (\$2.15) tax rate increase; accounting for the Town's decrease, it would leave a net increase of one dollar and seventy seven cents (\$1.77) per thousand dollars of valuation.

NOTE: The order of business at the Meeting was sometimes conducted out of the warrant articles' numeric sequence, and new items of business were frequently discussed before votes on prior issues had been tabulated and announced. Because recording the activity in chronological order would make the minutes difficult to follow, the Articles will be listed, with action taken thereon, in the order in which they were listed on the Warrant.

The Moderator opened the meeting to business under

Article 1: Richard Lascelles MOVED to discontinue the School Building Capital Reserve Fund created at the March 18, 1994 Annual Meeting. (The School Board had recommended passage of this article.) Linda Tate seconded.

Rich spoke to the issue, noting that Articles 1 and 2 are related issues. He said there has been an overrun on the tuition account, which may end up \$13,000.00 in the red, because of a greater than anticipated number of new students. As of the second week of school, he said, the School

District stopped all discretionary spending. The money, if voters agree to move it from this fund, will not be used unless absolutely necessary. Motion CARRIED on a voice vote.

Article 2: Richard Lascelles MOVED to raise and appropriate the sum of \$140,978.00 as a supplemental appropriation for the 1997-98 school year for the purpose of meeting the District’s tuition responsibilities for high school tuition students. This amount will be funded from current revenue (excess State Foundation Aid for FY ‘98--\$47,221) and the balance to come from the Litchfield Middle School building project to the general fund (\$93,757.00 --revenue from the former Capital Reserve Fund). In the event that this tuition responsibility, or portions thereof, can be met through underexpenditures in the existing 1997/1998 budget, this supplemental appropriation will be used to reduce the 1998/99 school tax rate. (This article had been recommended by the School Board and the Budget Committee.) Linda Tate seconded.

Rich spoke to the issue, stating that the School District saved “\$93,000.00 and some change” by coming in under budget on the Litchfield Middle School addition. He commended Litchfield Code Enforcement Officer Roland Bergeron and the Building Committee.

The Moderator reported being in receipt of a properly-presented request for a secret ballot vote on Article 2. He instructed voters to use yes/no ballot #12.

Yes: 467
No: 56
Invalid: 4
Article CARRIED.

Article 3: Laurie Ortolano MOVED to approve the cost items included in the collective bargaining agreement reached between the Litchfield School Board and the Litchfield Education Association which calls for the following increases in salaries and benefits:

Year	Estimated Increase in Dollars	% of Salary Schedule
1998/1999	\$100,945.00	3%
1999/2000	100,709.00	3%
2000/2001	106,387.00	3%

and to further raise and appropriate the sum of \$100,945.00 for the 1998/99 fiscal year, such sum representing the additional costs attributable to the increase in salary and benefits over those of the appropriation at the current staffing levels for the prior fiscal year. (The Article had been recommended by the School Board and the Budget Committee.) Linda Tate seconded.

Laurie spoke to the motion, noting that the School Board had been unable, in past years, to negotiate a health insurance program that would help to contain rising costs. This year, she said, the bargaining unit agreed to switch to the SchoolCare program under Blue Cross/Blue Shield. She noted that the School District has been able to lock in good rates for two years, which will save a minimum of \$50,000.00 the first year, and an estimated \$50,000.00 the second year. In exchange, the School District offered the bargaining unit 3% salary increases for each of the three years in the proposed contract.

Following discussion, the Moderator reported being receipt of a request for a paper ballot vote on this Article. He instructed voters to use yes/no ballot #11.

Yes: 363

No: 165
Invalid: 3
Article CARRIED

Article 4: Cynthia Couture MOVED to raise and appropriate the sum of \$59,316.00, which includes salary and benefits, to hire two (2) 8th grade teachers at the Litchfield Middle School. This will reduce the student-teacher ratio projected for 1998/99 from 45:1 to 27:1. (This had been recommended by the School Board and the Budget Committee.) Linda Tate seconded.

Principal Schlicter spoke to the Article, noting that the Middle School was now eleven years old. There was no further discussion, and the Moderator announced to cheers that he had no request for a vote by secret ballot. On a voice vote, the motion CARRIED.

Article 5: Donna Straight MOVED to raise and appropriate the sum of \$42,556.00, which includes salary and benefits, to upgrade the half-time fine arts (art and music) teaching positions to full-time. (This had been recommended by the School Board and the Budget Committee.) Cynthia Couture seconded.

Donna spoke to the motion, addressing the only question raised from the floor. This concerned why the increase was so high, and Donna explained that it included not only salaries but also benefits. The motion CARRIED by voice vote.

Article 6: Cynthia Couture MOVED to raise and appropriate the sum of \$29,658.00, which includes salary and benefits, to hire one (1) elementary teacher at Griffin Memorial School. (This had been recommended by the School Board, but not by the Budget Committee.) Linda Tate seconded the motion.

Principal Worthley spoke to the Motion, thanking the school's many volunteers. The new teacher, she said, would be for grade 3 and would allow for class sizes of 24 or 25 students rather than 29 or 30. Bill Spencer said that the Budget Committee has reversed its position on the proposed new teacher, because more students than anticipated have enrolled for the coming year.

There was no further discussion, and the motion CARRIED by voice vote.

Article 7: Donna Straight MOVED to raise and appropriate the sum of \$13,000.00 to continue to expand the technology initiative at Griffin Memorial School. William Spencer seconded.

Timothy Wade spoke to the Article, thanking the PTO for initiating the technology program and the voters for supporting it for the past two years. The current request, he said, is primarily for software and networking. He addressed questions about students' use of the Internet. Further discussion was brief, and the motion CARRIED by voice vote.

Article 8: Richard Lascelles MOVED to raise and appropriate the sum of \$130,000.00 to re-roof the 1978 section of Griffin Memorial School. (This had been recommended by the School Board and the Budget Committee.) The motion was seconded from the floor. Following a brief

explanation, the Moderator said he was in receipt of a written request for a secret ballot on this article.

He instructed voters to use yes/no ballot #1.

Yes: 447

No: 78

Invalid: 1

Motion CARRIED

Article 9: Richard Lascelles MOVED to raise and appropriate the sum of \$40,000.00 to complete the ventilation project begun at Griffin Memorial School during the 1997/98 school year. This would add ventilation to rooms 33 and 34 in the 1930 wing and to rooms 25, 26, and 27, plus the office space, in the 1972 wing. (This had been recommended by the School Board, but not by the Budget Committee.) Linda Tate seconded the motion.

Principal Worthley spoke to the Article.

William Spencer MOVED TO AMEND the Article to read: that we raise and appropriate the sum of \$25,000.00 to complete the ventilation project begun at Griffin Memorial School during the 1997/98 school year. This would add ventilation to rooms 25, 26, and 27, plus the office space in the 1972 wing. Cecil Williams seconded.

Bill spoke to the amendment, saying the 1930-era classrooms would be discontinued from classroom use within the near future, as new classrooms were built. \$54,000.00 was spent this year on ventilation, he said, in addition to what was being proposed. Several people expressed concern for the students who would need to use those rooms over the next several years, and there was also doubt expressed that they would ever be discontinued as classrooms.

On a voice vote, the amendment LOST.

The Moderator said he was in receipt of a request for a ballot vote on the main motion. He instructed voters to use yes/no ballot #13.

Yes: 441

No: 93

Invalid: -0-

Article CARRIED

During a ten-minute break, Planning Board member Heather Tibbetts spoke about the up-coming Community Profile. She is co-chairing the committee which is working on the study. She encouraged citizen participation, and said the committee would like to distribute flyers about the two-day May study to everyone in Town. The profile, she said, was intended to determine what in Litchfield should be preserved, and what action should be taken to move the community forward.

Article 10: Richard Lascelles MOVED to raise and appropriate the sum of \$157,500.00 to develop alternate concept(s) for a proposed school(s), including site and building plans, excavation, finish schedules, building system outline specifications in sufficient detail to get a bona fide not-to-exceed price from a CM contractor or contractors. Said work will define the major building systems--HVAC, plumbing, electrical, computer wiring, sprinklers, etc., and site engineering details. Should the building be subsequently approved by the voters, the architect will credit the District for monies previously paid to the vendor. No design work under this Article will begin prior to the start of the 1998/99 fiscal year. (This had been recommended by the School Board and by the Budget Committee.) Cynthia Couture seconded.

Rich spoke to the Motion. He began by addressing the long and successful relationship Litchfield has enjoyed with the Hudson School District "for the past 20 or 30 years." The relationship, he said, will come to an end. The Hudson School Board has advised us that Litchfield seventh graders will not be able to attend Alvirne High School. Enlarging Alvirne, the Hudson board pointed out, would not be a simple matter of adding classroom, because the building's core facilities were designed to accommodate a maximum of 1,500 students. Hudson has decided that its priority must be to expand facilities for lower grades (pre-high school). It has expressed a willingness to help Litchfield through its non-Alvirne transition, but only if Litchfield demonstrates a long-range plan for leaving Alvirne.

The Litchfield School Board wrote to the Manchester School District in January of 1998, requesting information about Manchester's interest in accommodating all of Litchfield's high school students. Until now, Rich pointed out, Litchfield students have had the option of attending either Hudson or Manchester, but most students have opted to attend Alvirne in Hudson. Manchester has expressed interest in exploring the possibility of accommodating students from Litchfield and other communities, but was unable to do so prior to the School District Meeting. The Manchester board said it would reply within 60 days. Manchester Memorial High School's core facility was designed to accommodate 2,000 students, and currently houses 1,500, Rich said. The school could accommodate more students by adding more classrooms.

Rich said there were a couple of things the Litchfield board would insist upon if it were to consider sending students to Manchester rather than building its own facility. One would be that any commitment must be long-term, and another would be that attendance at Memorial be available to all Litchfield students. Through the present time, he added, Manchester has offered Litchfield a lower tuition rate than Hudson has.

Rich said the proposed Article is for seed money which will not be spent until July 1, allowing Litchfield time to discuss the Manchester option before making a decision whether to proceed with building a high school. He pointed out that both the Hudson and the Manchester boards have stressed that their primary interest is in doing what is best for their own communities. He further noted recent media references to crowding in Manchester's lower-grade schools.

Litchfield's building committee has been working since 1995, having completed the recent addition to Litchfield Middle School. The committee has made recommendations concerning proposed building, but no exact configuration will be determined until July 1.

Rich's talk noted crowding in lower grades as well as the problem of where high school students will be educated. If the seed money proposed under this Article is approved, Rich said, a final proposal will be brought to Annual Meeting in 1999. Between now and then, he said, the School Board intends to keep voters apprised of developments. As things presently stand, he noted, Litchfield seventh graders will be able to attend high school in Manchester, but not in Hudson. And sixth graders have nowhere at all to go once they reach high school. Our present agreement with Manchester caps the number of Litchfield students attending there at 125.

Following considerable discussion, Mark Charbonneau CALLED THE QUESTION. Cloture CARRIED by voice vote.

The Moderator said he was in receipt of a written request for a secret ballot. He instructed voters to use yes/no ballot #22.

Yes: 393

No: 146

Invalid: 3

Article CARRIED

While ballots were being counted, School Board Chairman Lascelles recognized the work done over the previous 5 years by retiring School Board Member Linda Tate. She was board chairman for two years, negotiated 2 teacher contracts, and attended every board meeting. She served well, he said, always speaking her mind. She was presented with flowers, and the assembly offered a round of applause. Mrs. Tate thanked everyone, noting that Rich had omitted to mention one of the best learning experiences she'd had as a board member--her two years of service as the Board's representative to the Budget Committee.

Article 11: William Spencer MOVED to raise and appropriate \$8,705,359.00 for the support of schools, for the payment of statutory obligations of the District, and for the payment of salaries and benefits for School District officials and agents, excluding any monies raised and appropriated under any other articles. Patricia Spencer seconded.

Richard Lascelles MOVED TO AMEND the Budget by adding \$75,140.00 to add 11 students under 1100-00-561-0-85-3 . (NOTE: This is the tuition line item.) This would create a new bottom line of \$8,780,500.00. The motion was seconded from the floor.

Rich said this addition would bring the tuition more in line with the number of students anticipated for next year. Budget Committee chairman Spencer said this amount should not be required, considering that money already budgeted includes an assumption that all but one graduating eighth grader will attend public school. He said that at least ten students will be going to private school.

Following debate, Bill Spencer CALLED THE QUESTION. Cloture CARRIED by voice vote. The amendment LOST by voice vote. The main motion, as originally presented, CARRIED by voice vote.

Article 12: Richard Lascelles MOVED to authorize the School Board to sell an approximately 50-acre parcel of land located behind the Litchfield Middle School, on the east side of the power

line, on such terms and conditions as the School Board shall determine are in the best interest of the School District. (This had been recommended by the School Board.) The motion was seconded from the floor.

Richard Lascelles MOVED TO AMEND the Article to add a provision that the funds derived from the sale shall be used to purchase another site for school purposes. William Spencer seconded. Rich noted that the School Board had voted to present the amendment. There was no discussion, and the Amendment CARRIED by voice vote.

Calling the proposed land deal “a gift from God,” Rich said that he, Conservation Commission Chairman Frank Byron, and Selectman Thomas Levesque had been leading discussions on this matter since the previous summer. He deferred for further comment to Henry Tepper, the Director of the New Hampshire Chapter of the Nature Conservancy.

Mr. Tepper said the land would be purchased, under this proposal, by the N.H. Department of Environmental Services under a cooperative agreement with the State and the U. S. Environmental Protection Agency. The site would be managed by the Nature Conservancy. The property, he said, runs from the power lines back toward Albuquerque Ave. and includes the Grassy Pond area. The site, he said, includes the School District’s acreage and an adjoining parcel owned by a developer and in imminent danger of being built upon. He said that Grassy Pond is an “extremely rare” wetland type found nowhere else in N. H. and in only a few threatened areas on Cape Cod.

Conservation Commission member Joan McKibben strongly recommended the proposal, noting that the Town usually has to spend money to preserve areas.

Lawrence Levesque, saying it concerned him that the wording did not specify that the land would remain protected, MOVED TO AMEND the Article to read as follows:

that the District authorize the School Board to sell an approximately 50-acre parcel of land located behind LMS on the east side of the power lines for the sole purpose of conservation of the land. Provided that the funds derived from the sale shall be used to purchase another site for school purposes. SueAnn Johnson seconded the motion to amend and it CARRIED by voice vote.

It was asked whether this would guarantee that the land remain in conservation, to which the Moderator replied that it would probably be written into the deed.

In answer to further questions, Rich Lascelles said:
the property’s assessed valuation is \$100,000.00 and the purchase price is \$300,000.00;
there are some advantages to having the schools clustered together so that they can share facilities, but the advantages of having a better building site will certainly cause construction costs to go down;
costs of such municipal services as Fire and Police will be no different whether the schools are together or apart, though having them apart could conceivably involve a slight difference in road maintenance;

the use of the adjoining parcel (the developer-owned part of the proposed purchase) for conservation purposes rather than for development will eliminate approximately 30 new homes (the building of which would most likely add children to the school system); it has been estimated that the replacement cost of the 50-acre parcel will be approximately \$300,000.00; and the land will be available for education purposes after the purchase.

Mark Charbonneau eventually CALLED THE QUESTION, to loud applause. Cloture CARRIED by voice vote.

The main motion, as amended, CARRIED by voice vote.

Article 13: Richard Lascelles MOVED to raise and appropriate \$300,000.00 for the purchase of land to be used as a site for a new school(s), on such terms and conditions as the School Board shall determine are in the best interest of the School District; this appropriation is contingent upon the sale of the land, authorized in Article 12, and will be fully funded by the sale of that land. This is a non-lapsing appropriation which will not lapse for five years. None of the money to fund this appropriation will be raised through taxation. (This had been recommended by the School Board and the Budget Committee.) Leon Barry seconded the motion.

There was no discussion and the Article CARRIED by unanimous voice vote.

Article 14: Richard Lascelles MOVED to create a planning committee, under the provisions of RSA 194-C:2, for the purpose of considering withdrawal from or a reorganization of its school administration unit into a separate SAU, comprised of Litchfield only, per the provisions of RSA 194-C:3. The planning committee shall consist of two School Board members, appointed by the School Board, one member of the Budget Committee, appointed by the Budget Committee, four members of the public, appointed by the School District Moderator, and the Superintendent, who shall be a non-voting member. (This Article had been recommended by the School Board.) Linda Tate seconded.

Rich spoke to the proposal, saying it was being “sort of forced upon us” because a similar article was recently passed by the Hudson School District. Litchfield, he pointed out, currently has 20% of the Supervisory Union vote and pays \$170,000.00 as our portion of the Supervisory Union budget.

There was no discussion and the Article CARRIED by voice vote.

Article 15: David Tate MOVED to support the Litchfield School Board in seeking a long-term tuition agreement with the Manchester School District to send all Litchfield high school students to Manchester should the Manchester School District be able to accommodate Litchfield’s high school needs.

By voting yes to this non-binding warrant article, I am telling the Litchfield School Board that I prefer a long-term tuition agreement with the Manchester School District, to send all Litchfield high school students to Manchester, over building a high school in Litchfield. The motion was sufficiently seconded from the floor.

In chronological sequence, this Article was considered immediately after Article 10, which was closely related. For this reason, most of the discussion took place under Article 10.

Richard Rafferty MOVED TO AMEND the Article to include Hudson as well as Manchester in instructing School Board members of residents' desire for a long-term tuition agreement. There were numerous seconds from the floor.

Following debate, Carmen Lessier CALLED the QUESTION, but the Moderator said he hadn't recognized her. Richard Rafferty asked to be recognized and CALLED THE QUESTION. Cloture CARRIED by voice vote.

The Moderator said he was in receipt of requests that Article 15, and every amendment to Article 15, be by paper ballot. He instructed the assembly to vote on this amendment by using yes/no ballot #2.

Yes: 264
No: 263
Invalid: -0-
Amendment CARRIED

Lynne Thomas-Lordan asked for a recount of the vote. There were many calls of agreement from the floor, and the Moderator instructed the ballot clerks to begin the recount.

While these ballots were being recounted, Timothy Wade MOVED TO AMEND the Article by substituting the word "HUDSON" wherever the word "MANCHESTER" appears. The motion was seconded from the floor. The Moderator instructed voters to use yes/not ballot #3.

When the results of the recount on amendment #1 were announced, the Moderator said the original count had remained the same, but he had decided to allow a mother, who had been out of the hall nursing her baby during the vote, to cast a ballot during the recount. This now made the count 264 to 264 and, being a tie vote, it LOST.

This created great confusion among voters, with Richard Rafferty asking whether it was permissible to allow people to vote during recounts. The Moderator said it was his ruling and would stand. Mr. Rafferty asked whether it would be possible to seek recounts of other Articles, so that other voters could be allowed to cast ballots; numerous other people called out a challenge to the Moderator's ruling.

The Moderator asked whether it was the Assembly's wish to challenge his ruling. A voice vote was too close to call. He asked for a show of hands, during which several voters asked whether they were voting on the first or second amendment, on another recount, or on the main motion. A show of hands showed a preponderance of YES votes, and the Moderator declared that the challenge was DEFEATED.

School Board Chairman Lascelles appealed to the voters for some useful direction. He noted that "of course" the Board was interested in negotiating with Hudson for as long as there

appeared to be the slightest chance of a continued relationship with them. He said, "I don't know about all these amendments. We know everybody would like to stay at Alvirne. We really need to know how you feel about Manchester."

Following this, Timothy Wade WITHDREW AMENDMENT #2.

The Assembly was now back to the Main Motion as originally presented. Crystal Richards MOVED THE QUESTION. Cloture CARRIED by voice vote.

The Moderator instructed the Assembly to vote using yes/no ballot #14.

Yes: 251

No: 229

Invalid: 1

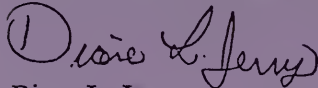
Article CARRIED.

Article 16: The Moderator said he would accept a motion to waive reading of the reports of Agents, Committees or Officers chosen, and to pass any vote relating thereto.

There were numerous calls of "SO MOVE" issued from the floor, along with "MOVE TO ADJOURN" and "SECOND."

The Moderator declared the meeting Adjourned at 11:44 p.m.

A true record of action taken at the Annual Meeting, attest:



Diane L. Jerry
School District Clerk

Election Results
March 10, 1998

Polls declared open by Moderator Philip Reed at 6:45 a.m. Checklist Supervisors in attendance were Kathleen Algeo, Zendelle Bouchard, Joan McKibben, and Bertha Mieczkowski.

Polls were declared closed by the Moderator at 8:03 p.m.

Voters on checklist at beginning of day:	4114
Voters registered during day:	107
Voters on checklist at end of day:	4221

Ballots cast: 1,304, including 1274 regular ballots and 30 absentee ballots. Additionally, there were 11 spoiled ballots.

Election results follow:

School District Offices

Moderator, one one-year term:

Philip M. Reed	1082	Elected
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School Board Member, two three-year terms:

Michaela M. Huston	145	
Richard Iascelles	651	Elected
Laurie A. Ortolano	584	Elected
Richard T. Rafferty, Jr.	428	
Marilyn M. Wade	501	

School Board Member, one one-year unexpired term:

Ralph G. Boehm	243	
Gina Alloca Ferlan	129	
Laura K. Loeb	133	
Stephen C. Seabrook	370	Elected
Cecil A. Williams	311	

School District Clerk, one one-year term:

Diane L. Jerry	32	write-in	Declined
Susan Wright	4	write-in	Declined
JoEllen Bellerive	2	write-in	Declined
Ralph Boehm	2	write-in	Declined
Lorraine Cote	2	write-in	Declined
Gina Ferlan	2	write-in	Elected
Marilyn Wade	2	write-in	Declined

Treasurer, one one-year term:
JoEllen Bellerive

999

Elected

Ballot Question

Shall we adopt the provisions of RSA 40:13 to allow official ballot voting on all issues before the School District? (60% needed to carry)

Yes 838

No 394

Motion CARRIED

A true record of election results, attest:



Diane L. Jerry
School District Clerk

PLODZIK & SANDERSON

Professional Association/Accountants & Auditors

193 North Main Street • Concord • New Hampshire • 03301-5063 • 603-225-6996 • FAX-224-1380

INDEPENDENT AUDITOR'S REPORT

To the Members of the School Board
Litchfield School District
Litchfield, New Hampshire

We have audited the accompanying general purpose financial statements of the Litchfield School District as of and for the year ended June 30, 1998 as listed in the table of contents. These general purpose financial statements are the responsibility of the School District's management. Our responsibility is to express an opinion on these general purpose financial statements based on our audit.

We conducted our audit in accordance with generally accepted auditing standards. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis for our opinion.

In our opinion, the general purpose financial statements referred to above present fairly, in all material respects, the financial position of the Litchfield School District, as of June 30, 1998, and the results of its operations for the year then ended in conformity with generally accepted accounting principles.

Our audit was made for the purpose of forming an opinion on the general purpose financial statements of Litchfield School District taken as a whole. The combining and individual fund financial statements listed as schedules in the table of contents are presented for purposes of additional analysis and are not a required part of the general purpose financial statements of the Litchfield School District. Such information has been subjected to the auditing procedures applied in the audit of the general purpose financial statements and, in our opinion, is fairly presented in all material respects in relation to the general purpose financial statements taken as a whole.

Plodzik & Sanderson
Professional Association

July 24, 1998

EXHIBIT A
LITCHFIELD SCHOOL DISTRICT
Combined Balance Sheet - All Fund Types and Account Groups
June 30, 1998

<u>ASSETS AND OTHER DEBITS</u>	<u>Governmental Fund Types</u>		
	<u>General</u>	<u>Special Revenue</u>	<u>Capital Projects</u>
<u>Assets</u>			
Cash and Equivalents	\$ 472,899	\$ 29,498	\$ 16,624
<u>Receivables</u>			
Accounts	285		
Intergovernmental		1,843	
Fixed Assets			
<u>Other Debits</u>			
Amount to be Provided for			
Retirement of General Long-Term Debt			
 TOTAL ASSETS AND OTHER DEBITS	 <u>\$ 473,184</u>	 <u>\$ 31,341</u>	 <u>\$ 16,624</u>
 <u>LIABILITIES, EQUITY AND OTHER CREDITS</u>			
<u>Liabilities</u>			
Accounts Payable	\$ 25,419	\$	\$
Due to Student Groups			
Deferred Revenue	300,000		
General Obligation Debt Payable			
Capital Leases Payable			
Compensated Absences Payable			
Total Liabilities	<u>325,419</u>		
<u>Equity and Other Credits</u>			
Investment in General Fixed Assets			
<u>Fund Balances</u>			
Reserved for Encumbrances	10,372		1,922
Reserved for Special Purposes			14,702
<u>Unreserved</u>			
Designated for Special Purposes		31,341	
Undesignated	<u>137,393</u>		
Total Equity and Other Credits	<u>147,765</u>	<u>31,341</u>	<u>16,624</u>
 TOTAL LIABILITIES, EQUITY AND OTHER CREDITS	 <u>\$ 473,184</u>	 <u>\$ 31,341</u>	 <u>\$ 16,624</u>

Fiduciary Fund Types Trust and Agency	Account Groups		Total (Memorandum Only)
	General Fixed Assets	General Long-Term Debt	
\$ 23,440	\$	\$	\$ 542,461
			285
			1,843
	7,831,050		7,831,050
		2,403,123	2,403,123
<u>\$ 23,440</u>	<u>\$ 7,831,050</u>	<u>\$ 2,403,123</u>	<u>\$ 10,778,762</u>
\$	\$	\$	\$ 25,419
23,440			23,440
			300,000
		2,360,000	2,360,000
		19,048	19,048
		24,075	24,075
<u>23,440</u>		<u>2,403,123</u>	<u>2,751,982</u>
	7,831,050		7,831,050
			12,294
			14,702
			31,341
			137,393
	<u>7,831,050</u>		<u>8,026,780</u>
<u>\$ 23,440</u>	<u>\$ 7,831,050</u>	<u>\$ 2,403,123</u>	<u>\$ 10,778,762</u>

The notes to financial statements are an integral part of this statement.

EXHIBIT B
LITCHFIELD SCHOOL DISTRICT
Combined Statement of Revenues, Expenditures and Changes in Fund Balances
All Governmental Fund Types
For the Fiscal Year Ended June 30, 1998

	<u>General</u>	<u>Special Revenue</u>	<u>Capital Projects</u>	<u>Total (Memorandum Only)</u>
<u>Revenues</u>				
School District Assessment	\$ 7,333,495	\$	\$	\$ 7,333,495
Intergovernmental Revenues	722,018	37,936		759,954
Charges for Services	20,682	130,885		151,567
Miscellaneous	35,105	1,189	2,961	39,255
<u>Other Financing Sources</u>				
Operating Transfers In	93,757			93,757
Proceeds of Long-Term Debt			<u>1,260,000</u>	<u>1,260,000</u>
<u>Total Revenues and Other Financing Sources</u>	<u>8,205,057</u>	<u>170,010</u>	<u>1,262,961</u>	<u>9,638,028</u>
<u>Expenditures</u>				
<u>Current</u>				
Instruction	5,251,260			5,251,260
<u>Supporting Services</u>				
Pupils	271,822			271,822
Instructional Staff Services	96,027			96,027
General Administration	208,856			208,856
School Administration	291,171			291,171
Business	988,100	156,061		1,144,161
Other	763,985			763,985
Facilities Acquisition and Construction	1,933		552,591	554,524
Debt Service	372,104			372,104
<u>Other Financing Uses</u>				
Operating Transfers Out			<u>93,757</u>	<u>93,757</u>
<u>Total Expenditures and Other Financing Uses</u>	<u>8,245,258</u>	<u>156,061</u>	<u>646,348</u>	<u>9,047,667</u>
<u>Excess (Deficiency) of Revenues and Other Financing Sources Over (Under) Expenditures and Other Financing Uses</u>	(40,201)	13,949	616,613	590,361
<u>Fund Balances (Deficit) - July 1</u>	<u>187,966</u>	<u>17,392</u>	<u>(599,989)</u>	<u>(394,631)</u>
<u>Fund Balances - June 30</u>	<u>\$ 147,765</u>	<u>\$ 31,341</u>	<u>\$ 16,624</u>	<u>\$ 195,730</u>

The notes to financial statements are an integral part of this statement.

EXHIBIT C
LITCHFIELD SCHOOL DISTRICT
Combined Statement of Revenues, Expenditures and Changes in Fund Balances
Budget and Actual (Budgetary Basis)
General and Special Revenue Funds
For the Fiscal Year Ended June 30, 1998

	General Fund		Variance
	Budget	Actual	Favorable (Unfavorable)
<u>Revenues</u>			
School District Assessment	\$ 7,474,473	\$ 7,333,495	\$ (140,978)
Intergovernmental Revenues	681,977	722,018	40,041
Charges for Services	10,000	20,682	10,682
Miscellaneous	38,000	35,105	(2,895)
<u>Other Financing Sources</u>			
Operating Transfers In		93,757	93,757
<u>Total Revenues and Other Financing Sources</u>	<u>8,204,450</u>	<u>8,205,057</u>	<u>607</u>
<u>Expenditures</u>			
<u>Current</u>			
Instruction	5,420,112	5,244,319	175,793
<u>Supporting Services</u>			
Pupils	259,942	270,742	(10,800)
Instructional Staff Services	99,128	94,742	4,386
General Administration	185,809	208,856	(23,047)
School Administration	289,978	291,119	(1,141)
Business	901,329	930,329	(29,000)
Other	787,437	763,985	23,452
Facilities Acquisition and Construction	2,315	1,933	382
Debt Service	368,865	372,104	(3,239)
<u>Total Expenditures</u>	<u>8,314,915</u>	<u>8,178,129</u>	<u>136,786</u>
<u>Excess (Deficiency) of Revenues and Other Financing Sources Over (Under) Expenditures</u>	<u>(110,465)</u>	<u>26,928</u>	<u>137,393</u>
<u>Unreserved Fund Balances - July 1</u>	<u>110,465</u>	<u>110,465</u>	
<u>Unreserved Fund Balances - June 30</u>	<u>\$ -0-</u>	<u>\$ 137,393</u>	<u>\$ 137,393</u>

Annually Budgeted Special Revenue Funds			Totals (Memorandum Only)		
Budget	Actual	Variance Favorable (Unfavorable)	Budget	Actual	Variance Favorable (Unfavorable)
\$	\$	\$	\$ 7,474,473	\$ 7,333,495	\$ (140,978)
63,000	37,936	(25,064)	744,977	759,954	14,977
103,000	130,885	27,885	113,000	151,567	38,567
	1,189	1,189	38,000	36,294	(1,706)
				93,757	93,757
<u>166,000</u>	<u>170,010</u>	<u>4,010</u>	<u>8,370,450</u>	<u>8,375,067</u>	<u>4,617</u>
39,000		39,000	5,459,112	5,244,319	214,793
			259,942	270,742	(10,800)
			99,128	94,742	4,386
			185,809	208,856	(23,047)
			289,978	291,119	(1,141)
127,000	156,061	(29,061)	1,028,329	1,086,390	(58,061)
			787,437	763,985	23,452
			2,315	1,933	382
			<u>368,865</u>	<u>372,104</u>	<u>(3,239)</u>
<u>166,000</u>	<u>156,061</u>	<u>9,939</u>	<u>8,480,915</u>	<u>8,334,190</u>	<u>146,725</u>
	13,949	13,949	(110,465)	40,877	151,342
<u>17,392</u>	<u>17,392</u>		<u>127,857</u>	<u>127,857</u>	
<u>\$ 17,392</u>	<u>\$ 31,341</u>	<u>\$ 13,949</u>	<u>\$ 17,392</u>	<u>\$ 168,734</u>	<u>\$ 151,342</u>

The notes to financial statements are an integral part of this statement.

LITCHFIELD SCHOOL DISTRICT
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 1998

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The Litchfield School District is incorporated, and in New Hampshire, each town constitutes a school district except districts organized under special acts of Legislature. The School District serves the community of Litchfield, New Hampshire and provides public education services for approximately 1,000 students in grades Kindergarten through 8.

The financial statements of the School District have been prepared in conformity with generally accepted accounting principles (GAAP) as applied to the governmental units. The Governmental Accounting Standards Board (GASB) is the accepted standard-setting body for establishing governmental accounting and financial reporting principles. The more significant of the government's accounting policies are described below.

A. Reporting Entity

The Litchfield School District is a municipal corporation governed by an elected 5-member Board. As required by generally accepted accounting principles, these financial statements present the Litchfield School District (primary government), and its component units. Component units are organizations for which the primary government is financially accountable or for which the nature and significance of their relationship with the primary government are such that exclusion would cause the reporting entity's financial statements to be misleading or incomplete. Based on the foregoing criteria, no other organizations are included in the School District's financial reporting entity.

B. Basis of Presentation - Fund Accounting

The accounts of the School District are organized on the basis of funds or account groups, each of which is considered a separate accounting entity. The operations of each fund are accounted for with a separate set of self-balancing accounts that comprise its assets, liabilities, fund equity, revenues and expenditures, as appropriate. The various funds are grouped by type in the financial statements. The following fund types and account groups are used by the School District:

Governmental Fund Types

General Fund - The General Fund is the general operating fund of the School District. All general tax revenues and other receipts that are not allocated by law or contractual agreement to another fund are accounted for in this fund. From the fund are paid the general operating expenditures, the fixed charges, and the capital improvement costs that are not paid through other funds.

Special Revenue Funds - Special Revenue Funds are used to account for the proceeds of specific revenue sources (other than expendable trust or major capital projects) requiring separate accounting because of legal or regulatory provisions or administrative action. The Food Service Fund is included in this fund type.

LITCHFIELD SCHOOL DISTRICT
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 1998

Capital Projects Funds - Transactions related to resources obtained and used for the acquisition, construction, or improvement of capital facilities are accounted for in Capital Projects Funds. The Middle School Addition Fund is included in this fund type.

Fiduciary Fund Types

Fiduciary Fund Types - These funds account for assets held by the School District as agents for student groups.

The following funds are included in this fund type:

Agency Funds

Middle School Student Activities

Griffin Memorial School Student Activities

Account Groups

Account groups are not "funds." They are concerned only with the measurement of financial position. They are not involved with measurement of results of operations. The School District uses the following account groups:

General Fixed Assets Account Group - This group of accounts is established to account for all fixed assets.

General Long-Term Debt Account Group - This account group is established to account for all long-term debt of the School District.

C. Measurement Focus/Basis of Accounting

Governmental and Agency Funds use the modified accrual basis of accounting. Under this method, revenues are recognized in the accounting period in which they become both available and measurable (flow of current financial resources measurement focus). Miscellaneous revenues are recorded as revenues when received in cash. General taxes, intergovernmental revenues, charges for services, and investment earnings are recorded when earned (when they are measurable and available). Expenditures are recognized in the accounting period in which the fund liability is incurred, if measurable, except expenditures for debt service, prepaid expenses, and other long-term obligations, which are recognized when due.

D. Budgetary Accounting

General Budget Policies

General governmental revenues and expenditures accounted for in budgetary funds are controlled by a formal integrated budgetary accounting system in accordance with various legal requirements which govern the School District's operations. At its annual meeting, the School District adopts a budget for the next fiscal year for the General and Special Revenue Funds. Except as reconciled below, budgets are adopted on a basis consistent with generally accepted accounting principles.

LITCHFIELD SCHOOL DISTRICT
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 1998

Management may transfer appropriations between operating categories as they deem necessary, but expenditures may not legally exceed budgeted appropriations in total except as described in the following paragraph. Unexpended balances of special articles for specific purposes may not be transferred and all annual appropriations lapse at year-end unless encumbered.

In the case of emergency expenditures, overexpenditures are allowed under the provisions of the Municipal Budget Law (RSA Chapter 32) if prior approval is secured from the State Department of Education.

State statutes require balanced budgets, but provide for the use of beginning unreserved fund balance to achieve that end. In the fiscal year 1997-98, \$110,465 of the beginning General Fund fund balance was applied for this purpose.

Encumbrances

Encumbrance accounting, under which purchase orders, contracts, and continuing appropriations (certain projects and specific items not fully expended at year end) are recognized, is employed in the governmental funds. Encumbrances are not the equivalent of expenditures and are therefore reported as part of the fund balance at June 30 and are carried forward to supplement appropriations of the subsequent year.

Amounts recorded as expenditures in the Combined Statement of Revenues, Expenditures and Changes in Fund Balance - Budget and Actual - General and Special Revenue Funds (Exhibit C) are presented on the basis budgeted by the District. The amounts differ from those reported in conformity with generally accepted accounting principles in the Combined Statement of Revenues, Expenditures and Changes in Fund Balances for All Governmental Funds (Exhibit B) as follows:

	<u>General</u>
<u>Expenditures and Other Financing Uses</u>	
Per Exhibit C (Budgetary Basis)	\$ 8,178,129
<u>Adjustment</u>	
<u>Basis Difference</u>	
Encumbrances - June 30, 1997	77,501
Encumbrances - June 30, 1998	<u>(10,372)</u>
Per Exhibit B (GAAP Basis)	<u>\$ 8,245,258</u>

E. Assets, Liabilities and Fund Equity

Cash and Equivalents

For financial reporting purposes, cash and equivalents include amounts in demand deposits and money market funds, as well as certificates of deposit and short-term investments with original maturities of 90 days or less.

LITCHFIELD SCHOOL DISTRICT
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 1998

State statutes authorize the Treasurer, with the approval of the School Board, to invest excess funds in obligations of the United States Government, in the public deposit investment pool established pursuant to RSA 383:22, in savings bank deposits of banks incorporated under the laws of the State of New Hampshire or in certificates of deposits and repurchase agreements of banks incorporated under the laws of the State of New Hampshire or in banks recognized by the State Treasurer. Any person who directly or indirectly receives any such funds for deposit or for investment in securities of any kind shall, prior to acceptance of such funds, make available at the time of such deposit or investment an option to have such funds secured by collateral having a value at least equal to the amount of such funds. Such collateral shall be segregated for the exclusive benefit of the District. Only securities defined by the Bank Commissioner as provided by rules adopted pursuant to RSA 386:57 shall be eligible to be pledged as collateral.

Receivables

Revenues for the most part are recorded when received, except for the following item for which receivables have been recorded:

Certain grants received from other governments require that eligible expenditures be made in order to earn the grant. Revenue for these grants is recorded for the period in which eligible expenditures are made.

Fixed Assets

General fixed assets are those acquired for general governmental purposes. They are not capitalized in the funds used to acquire or construct them. Instead, capital acquisitions are recorded as expenditures in the governmental funds at the time goods are received and a liability is incurred. The related assets are reported in the General Fixed Assets Account Group.

All fixed assets are valued at historical cost, or estimated historical cost, if actual historical cost is not available. Donated fixed assets are valued at their estimated fair value on the date donated.

The School District capitalizes all buildings, public domain assets and other assets with an estimated useful life of more than five years and a cost of \$100 or more. Public domain ("infrastructure") general fixed assets consisting of certain improvements other than buildings, including roads, bridges, curbs and gutters, streets and sidewalks, drainage systems, and lighting system, are not capitalized along with other general fixed assets. These assets are immovable and of value only to the government.

No depreciation has been provided on general fixed assets.

The costs of normal maintenance and repairs that do not add to the value of the asset or extend the asset's life are not capitalized.

LITCHFIELD SCHOOL DISTRICT
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 1998

Deferred Revenue

The government reports deferred revenue on its combined balance sheet. Deferred revenue arises when a potential revenue does not meet both the "measurable" and "available" criteria for recognition in the current period. Deferred revenue also arises when resources are received by the government before it has a legal claim to them, as when grant monies are received prior to the incurrence of qualifying expenditures. In subsequent periods, when both revenue recognition criteria are met, or when the government has a legal claim to the resources, the liability for deferred revenue is removed from the combined balance sheet and revenue is recognized.

Long-Term Liabilities

General Obligation Debt - General obligation bonds, notes, capital leases, and other forms of long-term debt supported by general revenues are obligations of the School District as a whole. Accordingly, such unmatured obligations of the School District are accounted for in the General Long-Term Debt Group of Accounts.

Compensated Absences - Employees may accumulate a limited amount of earned but unused vested benefits, which will be paid to employees upon separation from the School District's service. In Governmental Fund Types and Fiduciary Fund Types, the cost of vested benefits paid or expected to be liquidated with expendable available financial resources are reported as an expenditure and fund liability of the fund. Amounts of vested or accumulated leave benefits that are not expected to be liquidated with expendable available financial resources are reported in the general long-term debt account group. No expenditure is reported for these amounts.

Fund Equity

The portion of fund balance which has been legally segregated for a specific future use, or which indicates that a portion is not appropriable for expenditures, is shown as reserved. The following reserves were used by the School District during the year:

Reserved for Encumbrances - is used to account for open purchase orders, contracts and other commitments at year end for which goods and services have not been received.

Reserved for Special Purposes - is used to account for the unencumbered balance of restricted funds. These include the uncommitted balance of bond proceeds.

F. Total Columns (Memorandum Only) on Combined Statements

Amounts in the "Total (Memorandum Only)" columns in the combined financial statement line items of the fund types and account groups are presented for analytical purposes only. The summation includes fund types and account groups that use different bases of accounting, includes interfund transactions that have not been eliminated and the caption "amounts to be provided,"

LITCHFIELD SCHOOL DISTRICT
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 1998

which is not an asset in the usual sense. Consequently, amounts shown in the "Total (Memorandum Only)" columns are not comparable to a consolidation and do not represent the total resources available or total revenues and expenditures/expenses of the School District.

NOTE 2 - STEWARDSHIP, COMPLIANCE, AND ACCOUNTABILITY

Excess of Expenditures Over Appropriations

The following governmental fund had an excess of expenditures over appropriations for the year ended June 30, 1998:

<u>Special Revenue Fund</u>	
Food Service	<u>\$29,061</u>

Overexpenditures occurred primarily due to the receipt and expenditure of unanticipated funds.

NOTE 3 - ASSETS

A. Cash and Equivalents

The School District maintains a common bank account in which the cash balances of most funds are maintained. The common bank account is used for receipts and disbursements relating to all these funds. All time deposits are the property of the General Fund.

All bank balances of deposits as of June 30, 1998, were insured or collateralized with securities held by the School District or its agent Citizens Bank in the School District's name.

Repurchase Agreement

Included in the School District's cash equivalents at June 30, 1998, was a short-term investment in a repurchase agreement issued by a local banking institution. Under this agreement, the School District will be repaid principal plus interest on a specified date which is subsequent to year end. The agreement is guaranteed/collateralized with securities held by the banking institution which exceed the amount of the agreement. At June 30, 1998, the School District held an investment in a repurchase agreement as follows:

<u>Amount</u>	<u>Interest Rate</u>	<u>Maturity Date</u>	<u>Collateral Pledged</u>	
			<u>Underlying Securities</u>	<u>Market Value</u>
<u>\$ 660,341</u>	4.246%	07/01/98	FHLMC	<u>\$ 663,806</u>

B. Changes in General Fixed Assets

A summary of changes in general fixed assets for the fiscal year ended June 30, 1998 is as follows:

	<u>Balances, July 1</u>	<u>Additions</u>	<u>Retirements</u>	<u>Balances, June 30</u>
Buildings and Other	\$ 6,038,085	\$ 552,591	\$	\$ 6,590,676
Equipment	<u>1,055,767</u>	<u>184,607</u>	<u> </u>	<u>1,240,374</u>
<u>Totals</u>	<u>\$ 7,093,852</u>	<u>\$ 737,198</u>	<u>\$ -0-</u>	<u>\$ 7,831,050</u>

LITCHFIELD SCHOOL DISTRICT
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 1998

NOTE 4 - LIABILITIES

A. Deferred Revenue

General Fund

Deferred revenue of \$300,000 at June 30, 1998, consists of proceeds from the sale of a parcel of land which is to be used to purchase additional land in the subsequent year.

B. Long-Term Debt

The following is a summary of the School District's general long-term debt transactions for the fiscal year ended June 30, 1998:

	<u>General Obligation Debt Payable</u>	<u>Capital Leases Payable</u>	<u>Compensated Absences Payable</u>	<u>Total</u>
<i>General Long-Term Debt Account Group</i>				
Balance, Beginning of Year	\$ 1,350,000	\$ 25,849	\$ 23,425	\$ 1,399,274
Issued	1,260,000			1,260,000
Retired	(250,000)	(6,801)		(256,801)
Net increase in compensated absences payable			650	650
Balance, End of Year	<u>\$ 2,360,000</u>	<u>\$ 19,048</u>	<u>\$ 24,075</u>	<u>\$ 2,403,123</u>

Long-term debt payable at June 30, 1998, is comprised of the following individual issues:

<u>Description of Issue</u>	<u>Original Amount</u>	<u>Issue Date</u>	<u>Maturity Date</u>	<u>Interest Rate %</u>	<u>Outstanding at 6/30/98</u>
<u>General Long-Term Debt Account Group</u>					
<u>General Obligation Debt Payable</u>					
School Building	\$3,850,000	1986	2002	7.2-7.3	\$ 1,100,000
Middle School Addition	\$1,260,000	1997	2002	5.21	<u>1,260,000</u>
					\$ 2,360,000
<u>Capital Lease Payable</u>					
Copier Machines					19,048
<u>Compensated Absences Payable</u>					
Vested Sick Leave					<u>24,075</u>
<u>Total General Long-Term Debt Account Group</u>					<u>\$ 2,403,123</u>

LITCHFIELD SCHOOL DISTRICT
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 1998

Annual Requirements To Amortize General Obligation Debt

The annual requirements to amortize all general obligation debt outstanding as of June 30, 1998, including interest payments, are as follows:

Fiscal Year Ending <u>June 30,</u>	<u>General Obligation Debt</u>		
	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
1999	\$ 502,000	\$ 130,006	\$ 632,006
2000	502,000	98,815	600,815
2001	502,000	67,498	569,498
2002	502,000	36,119	538,119
2003	<u>352,000</u>	<u>10,215</u>	<u>362,215</u>
<u>Totals</u>	<u>\$ 2,360,000</u>	<u>\$ 342,653</u>	<u>\$ 2,702,653</u>

Annual Requirements to Amortize Capital Leases

Fiscal Year Ending <u>June 30,</u>	<u>Capital Leases</u>		
	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
1999	\$ 7,462	\$ 1,440	\$ 8,902
2000	8,187	714	8,901
2001	<u>3,399</u>	<u>124</u>	<u>3,523</u>
<u>Totals</u>	<u>\$ 19,048</u>	<u>\$ 2,278</u>	<u>\$ 21,326</u>

All debt is general obligation debt of the School District, which is backed by its full faith and credit.

The lease-purchase agreement contains a non-appropriation funding clause whereby, in the event no funds or insufficient funds are appropriated by the School District, the lease shall terminate without penalty or expense to the School District.

Bonds or Notes Authorized - Unissued

Bonds and notes authorized and unissued as of June 30, 1998 were as follows:

<u>Per District</u>		<u>Unissued</u>
<u>Meeting Vote of</u>	<u>Purpose</u>	<u>Amount</u>
March 7, 1997	Middle School Addition	<u>\$ 180,000</u>

LITCHFIELD SCHOOL DISTRICT
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 1998

NOTE 5 - OTHER INFORMATION

A. Risk Management

The District is exposed to various risks of loss related to torts; theft of, damage to, or destruction of assets, errors or omissions, injuries to employees, and natural disasters. During the fiscal year, the District was a member of the following public entity risk pool, currently operating as a common risk management and insurance program for member school districts and school administrative units.

The New Hampshire School Boards Insurance Trust is a trust organized to provide certain property and liability insurance coverages to member School Districts and School Administrative Units. The pool is self-sustaining through member premiums and includes varying amounts of coverage for property, auto, general liability, crime umbrella, and boiler and machinery. Reinsurance through commercial companies is carried for claims in excess of self-insured amounts. Settled claims resulting from these risks have not exceeded coverage in any of the past three years. The trust agreement permits the Trust to make additional assessments to members should there be a deficiency in trust assets to meet its liabilities. At this time, the Trust foresees no likelihood that such action would be needed.

B. Defined Benefit Pension Plan

Plan Description and Provisions

The Litchfield School District participates in the New Hampshire Retirement System (System) which is the administrator of a cost-sharing multiple-employer contributory pension plan and trust established in 1967 by RSA 100-A:2 and is qualified as a tax-exempt organization under Sections 401 (a) and 501 (a) of the Internal Revenue Code. The plan is a contributory, defined benefit plan providing service, disability, death and vested retirement benefits to members and their beneficiaries. Provisions for benefits and contributions are established and can be amended by the New Hampshire State Legislature. The System issues a publicly available financial report that may be obtained by writing the New Hampshire Retirement System, 4 Chenell Drive, Concord, NH 03301.

Description of Funding Policy

The System is financed by contributions from both the employees and the School District. Member contribution rates are established and may be amended by the State legislature while employer contribution rates are set by the System trustees based on an actuarial valuation. All employees are required to contribute 5% of earnable compensation. For the year ended June 30, 1998, the School District contributed 3.052% for teachers and 4.282% for other employees. The contribution requirements for the Litchfield School District for the fiscal years 1996, 1997, and 1998 were \$62,318, \$64,686, and \$83,847, respectively, which were paid in full in each year.

LITCHFIELD SCHOOL DISTRICT
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 1998

The State of New Hampshire funds 35% of employer costs for teachers employed by the School District. The State does not participate in funding the employer cost of other School District employees. GASB Statement 24, "Accounting and Financial Reporting for Certain Grants and Other Financial Assistance" requires this amount to be reported as a revenue and expenditure in the School District's financial statements. The amount, \$38,088, has been so recorded on the financial statements.

C. Summary Disclosure of Significant Contingencies

Litigation

There are various claims and suits pending against the School District which arise in the normal course of the School District's activities. In the opinion of management, the ultimate disposition of these various claims and suits will not have a material effect on the financial position of the School District.

Grants

Amounts received or receivable from grantor agencies are subject to audit and adjustment by grantor agencies, principally the Federal government. Any disallowed claims, including amounts already collected, may constitute a liability of the applicable funds. The amount of expenditures which may be disallowed by the grantor cannot be determined at this time although the School District expects such amounts, if any, to be immaterial.

GRIFFIN MEMORIAL SCHOOL STAFF - 1998/99

Benoit, Susan	Grade 2	B	24,666
Bliss, James	Physical Ed.	B	39,646
Bognaski, Mary	Librarian	M	45,863
Campbell, Colinette	Grade 3	B	41,791
Charest, Pauline	Grade 3	B	40,791
Cote, Doris	Grade 2	M	43,588
Cullen-Kent, Paula	Grade 4	B	41,791
Daron, Jodi	Grade 2	M	29,941
Deslauries, Jill	Speech	B	41,969
Doane, Lenora	Grade 1	M	47,152
Faro, Constance	Reading	CAGS	51,335
Follett, Harrison	Grade 4	M	44,588
Ford, Mary	Spec.Serv./Case Coord.	M	48,272
Gigerenzer, Carol	Grade 4	M	44,588
Harrington, Owen	Grade 2	B	24,666
Hirsch, Francine	Preschool	B	44,851
Hottel, Pamela	Grade 3	B	23,786
Jarecki, Heather	Grade 1	B	27,507
Joy, Joan	Grade 1	M	45,851
Leite, Carolyn	Music	B	36,784
Levi, Heidi (P/T)	Speech	M	19,800
McGowan, Susan	Grade 1	M	32,417
Michalewicz, Inga	Grade 2	B	28,332
Miller, Heidi	Art	B	39,646
Minnis, Diane	Guidance	M	43,351
Morris, Lori	Grade 1	B	24,666
Parent, Margaret	Grade 4	B	45,851
Pratt, Kim	Grade 4	M	31,474
Proctor, Marilyn	Grade 2	M	47,152
Schieding, Carol	Grade 1	M	28,222
Scott, Linda	Principal	M	59,500
Sherman, Sharon	Grade 3	B	28,525
Shupe, Penelope	Grade 1	M	41,804
St. Cyr, Robert	Asst. Principal	M	52,500
St. Louis, Julie	Grade 3	B	40,791
Tate, Christine	Special Ed.	B	26,168
Tibbetts, Marian	Grade 3	B	40,791
Wolfe, Diane	Special Ed.	B	32,544
Zingales, Elizabeth	Grade 2	M	40,586

LITCHFIELD MIDDLE SCHOOL STAFF - 1998/99

Brooks, Melanie	Grade 8/Lang. Arts	B	29,182
Brucker, Nancy	Grade 5	M	35,096
Choate, Joyce	Grade 7/Science	M	44,851
Cogan, Carolyn	Grade 7/Social Studies	B	41,791
Coutu, Karen	Special Education	B	25,580
Cummings, Mary (1/2)	Guidance	M	13,125
Demers, Phyllis (Job Share)	Grade 6/Math	M	21,613
Dodge, Christopher	Grade 8/Science	B	28,525
Dodge, Jean	Grade 7/Math	B	29,582
Garabedian, Kathleen	Art	M	29,070
Irving, Cheryl (Job Share)	Grade 6/Math	B	20,337
Kreider, Kimberly	Grade 8/Math	B	31,811
Lane, Jason	Music	B	26,525
Langton, Debra	Grade 6/Science	B	27,507
Lippincott, Donald	Industrial Arts	B	38,146
Locke, Heather	Grade 6	B	23,786
Love, Holly	Grade 5	M	40,586
MacDougall, Jessica	Grade 7	B	23,786
McPhee, Catherine	Grade 8/Social Studies	B	39,646
Medeiros, Maryellen	Grade 6/Lang. Arts	B	24,666
Mooradian, Catherine	Guidance	M	44,363
Murray, Jane	Special Education	M	47,152
Nolan, Kim	Grade 5	M	31,474
Schlichter, Martin	Principal	M	62,500
Scurrah, Geraldine	Physical Ed.	B	29,582
Sidilau, Kathleen	Grade 6/Social Studies	B	39,646
Sunderland, Donna	Grade 7/Lang. Arts	M	31,047
Tarr, Teresa	Grade 5	B	38,146
Thayer, Martha	Grade 5	B	28,322
Therrien, Jennifer	Grade 8/Lang. Arts	M	28,222
Welch, Patricia	Home Economics	B	39,646

ANNUAL SCHOOL HEALTH REPORT
(September 1997 - June 1998)

Physicals

Height & Weight	469
Vision Screening	469
Scoliosis Screening	469
Audiometer	469

Communicable Diseases

Chicken Pox	0
Conjunctivitis	3
Fifth's Disease	1
Mononucleosis	1
Pediculosis	2
Strep Throat	15
Scabies	0

Respectfully submitted,

Barbara Rowe R.N. B.S.

Barbara Rowe, R.N., B.S.
School Nurse

Griffin Memorial School
229 Charles Bancroft Hwy
Litchfield, NH 03052-2399

Linda Scott
Principal

Robert St.Cyr
Asst. Principal

Annual School Health Report
September 1997-June 1998

Physicals:

Height & Weight	534
Vision Screening	560
Hearing Screening	559

Communicable Diseases:

Chicken Pox	3
Conjunctivitis	3
Enterobiasis	1
Fifth's Disease	2
Mononucleosis	0
Pediculosis	8
Strep Throat	96
Scarlet Fever	4
Strep/Staph Skin Infections	1

Respectfully submitted,



Susan G Seabrook, RN
School Nurse

LITCHFIELD SCHOOL DISTRICT

ENROLLMENT PROJECTIONS

Grade	Enrolled September 1998	Projected September 1999
1	133	139
2	150	136
3	145	143
4	129	151
5	124	127
6	106	127
7	131	118
8	<u>128</u>	<u>131</u>
Total	1046	1,072

ENROLLMENT PROJECTIONS OUT-OF-DISTRICT HIGH SCHOOL

Grade	Enrolled September 1998	Projected September 1999
9	82	133
10	101	78
11	103	101
12	<u>87</u>	<u>88</u>
Total	373	400
Combined Totals	1,419	1,472

Distribution of Central Office Salaries

1999-2000

Distribution of Superintendent’s Salary

<u>District</u>	<u>District Percentage</u>	<u>District Share</u>
Hudson	80	67,200.00
Litchfield	20	<u>16,800.00</u>
		84,000.00

Distribution of Assistant Superintendent’s Salary

<u>District</u>	<u>District Percentage</u>	<u>District Share</u>
Hudson	80	56,557.00
Litchfield	20	<u>14,410.00</u>
		70,967.00

Distribution of Assistant Superintendent’s Salary

<u>District</u>	<u>District Percentage</u>	<u>District Share</u>
Hudson	80	56,557.00
Litchfield	20	<u>14,410.00</u>
		70,967.00

Distribution of Business Administrator’s Salary

<u>District</u>	<u>District Percentage</u>	<u>District Share</u>
Hudson	80	49,440.00
Litchfield	20	<u>12,360.00</u>
		61,800.00

Distribution of Director of Special Services’ Salary

<u>District</u>	<u>District Percentage</u>	<u>District Share</u>
Hudson	80	48,000.00
Litchfield	20	<u>12,000.00</u>
		60,000.00

LITCHFIELD

VOTING WARRANT

March 9, 1999

The State of New Hampshire

To the inhabitants of the School District of the Town of Litchfield in the County of Hillsborough and the State of New Hampshire, qualified to vote upon district affairs:

YOU ARE HEREBY NOTIFIED TO MEET AT THE LITCHFIELD MIDDLE SCHOOL IN SAID DISTRICT ON TUESDAY, THE 9TH DAY OF MARCH, 1999, AT 7:00 O'CLOCK IN THE FORENOON TO ACT UPON THE FOLLOWING QUESTIONS:

1. To choose a Moderator for the ensuing year.
2. To choose a Clerk for the ensuing year.
3. To choose a Member of the School Board for the ensuing three years.
4. To choose a Treasurer for the ensuing year.

POLLS WILL BE OPEN FROM 7:00 A.M. AND WILL CLOSE NO EARLIER THAN 7:00 P.M.

GIVEN UNDER OUR HANDS AT SAID LITCHFIELD ON THIS 14TH DAY OF JANUARY 1999.

Richard Lascelles, Chairman

Laurie Ortolano

Cynthia Couture

Donna Straight

Stephen Seabrook
School Board

**LITCHFIELD
SCHOOL DISTRICT WARRANT
March 9, 1999
The State of New Hampshire**

To the inhabitants of the School District of Litchfield, New Hampshire qualified to vote in district affairs: you are hereby notified to meet in the Litchfield Middle School in said district on the 5th day of February, 1999 at 7:00 p.m. for the first session of the annual school district meeting, to deliberate on the following subjects and to meet again at the Litchfield Middle School in said district on Tuesday, March 9, 1999 between the hours of 7:00 a.m. and 7:00 p.m. for the second session of the annual school district meeting to vote by official ballot upon the following subjects:

ARTICLE 1:

Shall the Litchfield School District vote to raise and appropriate the sum of \$11,686,000 for the construction and original equipping of a new high school, and to authorize the issuance of not more than \$11,686,000 of bonds or notes in accordance with the provisions of the Municipal Finance Act (RSA Chapter 33) and to authorize the School Board to issue and negotiate such bonds or notes? And further, to raise and appropriate the sum of \$578,457 for the purpose of paying the first annual interest installment on the bond issue?

**Recommended by Litchfield School District
Recommended by Litchfield Budget Committee**

ARTICLE 2:

Shall the Litchfield School District vote to raise and appropriate the sum of \$194,586 which includes salary and benefits to hire administrative and support staff, and to purchase and install computer and other technology equipment for said staff during the construction phase of Campbell High School in the year 1999-2000 in order to plan curriculum, recruit and hire the certified and support staff when the school opens for the 2000-2001 school year? This Article shall not take effect unless Article 1 is approved.

**Recommended by Litchfield School District
Recommended by Litchfield Budget Committee**

ARTICLE 3:

Shall the Litchfield School District vote to rescind authorization for \$180,000 of Bonds and Notes originally authorized by the District on March 7, 1997, for the purpose of the Middle School Addition?

Recommended by Litchfield School District

ARTICLE 4:

Shall the Litchfield School District raise and appropriate as an operating budget, not including appropriations by special warrant articles, the amounts set forth on the budget posed with the warrant or as amended by vote of the first session, for the purposes set forth therein, totaling \$9,639,324? Should this Article be defeated, the operating budget shall be \$9,252,450 which is the same as last year, with certain adjustments required by previous action of the Litchfield School District or by law or the governing body may hold one special meeting, in accordance with RSA 40:13, X and XVI, to take up the issue of a revised operating budget only.

**Recommended by Litchfield School District
Recommended by Litchfield Budget Committee**

ARTICLE 5 (By Petition):

Shall the Litchfield School District ratify and fund Litchfield students to attend the Bedford Academy Charter School for a period of 5 years at a first year annual appropriation \$5,600 per student not to exceed \$6,000 which shall be approved by the voters in the district operating budget?

ARTICLE 6 (By Petition):

To see if the District will vote to direct the School Board to negotiate, in good faith, with the Hudson School Board to develop a long term plan to keep the Litchfield High School students in Hudson. This article to be valid only in the event that the proposals for a new Hudson Elementary School and the Litchfield High School fail to receive voter approval at their respective 1999 annual meetings.

ARTICLE 7:

Shall the Litchfield School District vote to accept the recommendation of the SAU Planning Committee created by vote of the 1998 Annual School District Meeting for the purpose of considering withdrawal from or a reorganization of its School Administrative Unit into a separate SAU, comprised of Litchfield only. The Committee recommends:

That the Litchfield School District not withdraw from School Administrative Unit #27; nor reorganize by joining with or attracting districts from another SAU; nor reorganize within the current SAU by transfer of personnel to the District level. Accordingly the Committee recommends that the current model of delivery for SAU services be continued.

Recommended by Litchfield School District

**GIVEN UNDER OUR HANDS AT SAID LITCHFIELD THIS 14TH
DAY OF JANUARY 1999.**

Richard Lascelles
Laurie Ortolano
Cynthia Couture
Donna Straight
Stephen Seabrook

LITCHFIELD SCHOOL DISTRICT 1999-2000

As recommended by Budget Committee on January 7, 1999

New Account	Description	1996-97		1996-97		1997-98		1998-99		1999-2000		1999-2000	
		Budgeted	Expended	Budgeted	Expended	Budgeted	Expended	Budgeted	Expended	Admin.	Board	Admin.	Committee
1-1100-00-0110-2-21-2	Regular Teacher Salaries	410,072	394,799	410,071	402,162	410,071	402,162	689,515	689,515	679,370	689,179	679,370	669,179
1-1100-00-0110-2-11-1	Regular Teacher Salaries	997,490	1,022,879	1,069,044	1,056,145	1,069,044	1,056,145	945,381	945,381	1,007,726	1,018,016	1,007,726	1,018,016
1-1100-00-0113-2-00-0	Tutoring Salaries	15,300	17,878	15,300	15,401	15,300	15,401	17,646	17,646	19,166	19,166	19,166	17,800
1-1100-00-0114-4-21-2	Paraprofessionals Salaries	5,397	6,105	5,558	9,272	5,558	9,272	5,753	5,753	5,752	5,752	5,752	5,752
1-1100-00-0114-4-11-1	Paraprofessionals Salaries	8,096	7,702	22,234	20,317	22,234	20,317	23,012	23,012	26,276	26,276	26,276	23,012
1-1100-00-0120-2-00-0	Substitute Salaries	50,000	80,262	59,000	65,185	59,000	65,185	69,000	69,000	70,000	70,000	70,000	70,000
1-1100-00-0220-0-00-1	Social Security Throughout									6,821	6,821	6,821	5,421
1-1100-00-0211-0-11-1	Health Insurance-Elementary									114,885	114,885	114,885	114,885
1-1100-00-0212-0-11-1	Dental Insurance-Elementary									19,617	19,617	19,617	19,617
1-1100-00-0213-0-11-1	Life Insurance-Elementary									2,309	2,309	2,309	2,309
1-1100-00-0214-0-11-1	Disability Insurance-Elementary									4,418	4,418	4,418	4,418
1-1100-00-0220-0-11-1	Social Security - Elementary									85,342	86,129	85,342	86,129
1-1100-00-0231-0-11-1	Retirement, Non-Teacher, Elem.									1,093	1,093	1,093	-
1-1100-00-0232-0-11-1	Retirement, Teacher, Elementary									34,617	34,919	34,617	34,919
1-1100-00-0250-0-11-1	Unemployment, Elementary									1,240	1,240	1,240	1,240
1-1100-00-0260-0-11-1	Workers Comp., Elementary									5,803	5,803	5,803	5,803
1-1100-00-0211-0-21-1	Health Insurance-Middle									89,246	89,246	89,246	89,246
1-1100-00-0212-0-21-1	Dental Insurance-Middle									14,412	14,412	14,412	14,412
1-1100-00-0213-0-21-1	Life Insurance-Middle									1,950	1,950	1,950	1,950
1-1100-00-0214-0-21-1	Disability Insurance-Middle									3,421	3,421	3,421	3,421
1-1100-00-0220-0-21-1	Social Security - Middle									66,679	65,899	66,679	65,899
1-1100-00-0231-0-21-1	Retirement, Non-Teacher, Middle									239	239	239	-
1-1100-00-0232-0-21-1	Retirement, Teacher, Middle									25,370	25,071	25,370	25,071
1-1100-00-0250-0-21-1	Unemployment, Middle									1,160	1,160	1,160	1,160
1-1100-00-0260-0-21-1	Workers Comp., Middle									4,179	4,179	4,179	4,179
1-1100-00-0321-0-21-2	Assemblies	-	-	-	-	-	-	-	-	0	0	0	-
1-1100-00-0321-0-11-1	Assemblies	-	-	-	-	-	-	-	-	0	0	0	-
1-1100-00-0430-0-21-2	Repair/Maint Instruct Equip									1,000	1,000	1,000	500
1-1100-00-0430-0-11-1	Repair/Maint Instruct Equip									2,975	2,975	2,975	1,000
1-1100-00-0440-0-21-2	Lease of Instruct Equip	10,200	8,998	10,200	14,836	10,200	14,836	9,087	9,087	5,842	5,842	5,842	5,842
1-1100-00-0440-0-11-1	Lease of Instruct Equip	8,300	11,246	9,000	9,604	9,000	9,604	8,585	8,585	14,298	9,798	14,298	9,798
1-1100-00-0561-0-35-3	Tuition--Alvirne	2,272,500	2,058,145	2,416,298	2,475,797	2,416,298	2,475,797	2,570,537	2,570,537	1,987,200	1,927,584	1,987,200	1,914,198
1-1100-00-0561-0-36-3	Tuition--Manchester	61,500	34,071	43,560	26,012	43,560	26,012	27,225	27,225	644,000	624,680	644,000	655,500
1-1100-00-0580-0-11-0	Travel												-
1-1100-00-0580-0-21-0	Travel									0	0	0	-
1-1100-00-0580-0-00-0	Travel	4,100	4,357	3,700	2,554	3,700	2,554	4,100	4,100	4,100	4,100	4,100	3,700
1-1100-00-0610-0-21-2	Supplies	15,000	13,469	12,076	12,332	12,076	12,332	19,000	19,000	20,104	20,104	20,104	20,104
1-1100-00-0610-0-11-1	Supplies	22,500	21,105	18,400	15,153	18,400	15,153	18,200	18,200	26,266	21,736	26,266	21,736
1-1100-00-0611-0-21-2	Computer Supplies	4,400	3,645	2,250	2,628	2,250	2,628	1,750	1,750	0	0	0	-
1-1100-00-0611-0-11-1	Computer Supplies	3,200	3,201	2,500	2,378	2,500	2,378	2,500	2,500	0	0	0	-
1-1100-00-0640-0-21-2	Textbook Replacement	11,808	11,265	12,300	12,490	12,300	12,490	20,500	20,500	18,345	18,345	18,345	18,345
1-1100-00-0640-0-11-1	Textbook Replacement	10,404	10,373	12,250	10,811	12,250	10,811	6,819	6,819	14,872	14,872	14,872	14,872
1-1100-00-0641-0-21-2	New Programs/Textbooks	-	-	-	-	-	-	-	-	0	0	0	-
1-1100-00-0641-0-11-1	New Programs/Textbooks	-	-	-	-	-	-	-	-	3,500	3,500	3,500	3,500
1-1100-00-0650-0-21-2	Software	599	578	712	707	712	707	711	711	0	0	0	-
1-1100-00-0650-0-11-1	Software	-	-	-	-	-	-	-	-	0	0	0	-

LITCHFIELD SCHOOL DISTRICT 1999-2000

As recommended by Budget Committee on January 7, 1999

New Account	Description	1996-97 Budgeted	1996-97 Expended	1997-98 Budgeted	1997-98 Expended	1998-99 Budgeted	1999-2000 Admin.	1999-2000 Board	1999-2000 Committee
1-1100-00-0640-0-11-1	Periodicals/Weekly Reader	-	-	-	-	-	-	0	0
1-1100-00-0734-0-00-0	Equipment--Additional	51,200	50,318	71,200	71,106	13,000	-	0	0
1-1100-00-0734-0-21-2	Equipment--Additional	13,137	13,140	-	-	-	-	0	0
1-1100-00-0734-0-11-1	Equipment--Additional	20,384	20,338	-	-	-	145	145	145
1-1100-00-0738-0-21-2	Equipment--Replacement	-	-	-	-	-	-	0	0
1-1100-00-0738-0-11-1	Equipment--Replacement	4,205	3,855	4,205	4,205	4,217	-	0	0
1-1100-00-0733-0-21-2	Furniture--Additional	-	-	1,600	1,395	-	-	0	0
1-1100-00-0733-0-11-1	Furniture--Additional	2,136	2,129	2,300	2,297	1,491	3,436	3,436	3,436
1-1100-00-0737-0-21-2	Furniture--Replacement	-	-	2,400	2,093	-	-	0	0
1-1100-00-0737-0-11-1	Furniture--Replacement	-	-	2,840	1,472	1,295	2,168	2,168	2,168
	Subtotal:	4,001,928	3,799,855	4,208,998	4,236,351	4,459,304	5,039,341	4,951,485	4,958,682
1-1100-02-0110-2-21-2	Art: Teachers Salary	11,012	12,061	13,212	12,926	27,400	31,049	31,049	31,049
1-1100-02-0110-2-11-1	Art: Teachers Salary	35,321	37,457	38,535	38,535	39,646	40,790	40,790	40,790
1-1100-02-0610-0-21-2	Art: Supplies	1,018	987	1,197	1,143	1,750	1,712	1,712	1,712
1-1100-02-0610-0-11-1	Art: Supplies	2,225	2,093	2,419	2,398	2,094	2,231	2,174	2,174
1-1100-02-0641-0-21-2	New Programs/Textbooks	-	-	-	-	-	-	0	0
1-1100-02-0641-0-11-1	New Programs/Textbooks	-	-	-	-	-	-	0	0
1-1100-02-0650-0-21-2	Software-Middle School	-	-	-	-	-	-	0	0
1-1100-02-0650-0-11-1	Software-Elementary	-	-	-	-	-	-	0	0
1-1100-02-0734-0-21-2	Equipment--Additional	-	-	-	-	-	-	0	0
1-1100-02-0734-0-11-1	Equipment--Additional	-	-	-	-	-	-	0	0
1-1100-02-0738-0-21-2	Equipment--Replacement	-	-	-	-	-	-	0	0
1-1100-02-0738-0-11-1	Equipment--Replacement	-	-	-	-	-	-	0	0
1-1100-02-0733-0-21-2	Furniture--Additional	-	-	-	-	-	-	0	0
1-1100-02-0733-0-11-1	Furniture--Additional	-	-	-	-	-	-	0	0
1-1100-02-0737-0-21-2	Furniture--Replacement	-	-	-	-	-	-	0	0
1-1100-02-0737-0-11-1	Furniture--Replacement	-	-	-	-	-	-	0	0
	Subtotal:	49,576	52,598	55,363	55,003	70,890	75,781	75,724	75,724
1-1100-06-0110-2-21-2	Foreign Lang: Teachers Salary	14,479	14,057	14,588	14,057	14,588	15,439	15,439	15,439
1-1100-06-0610-0-21-2	Supplies	800	798	900	852	900	900	900	900
1-1100-06-0641-0-21-2	New Programs/Textbooks	-	-	-	-	-	-	0	0
1-1100-06-0650-0-21-2	Software	-	-	-	-	-	-	0	0
1-1100-06-0734-0-21-2	Equipment--Additional	-	-	-	-	-	-	0	0
1-1100-06-0738-0-21-2	Equipment--Replacement	-	-	-	-	-	-	0	0
1-1100-06-0733-0-21-2	Furniture--Additional	-	-	-	-	-	-	0	0
1-1100-06-0737-0-21-2	Furniture--Replacement	-	-	-	-	-	-	0	0
	Subtotal:	15,279	14,855	15,488	14,909	15,488	16,339	16,339	16,339
1-1100-08-0110-2-21-2	Phys Ed: Teachers Salary	11,012	12,964	28,577	27,694	29,582	31,596	31,596	31,596
1-1100-08-0110-2-11-1	Phys Ed: Teachers Salary	35,321	31,480	38,535	38,535	39,646	40,790	40,790	40,790
1-1100-08-0610-0-21-2	Phys Ed: Supplies	1,450	809	1,512	1,415	1,938	1,876	1,876	1,876
1-1100-08-0610-0-11-1	Phys Ed: Supplies	1,163	1,172	1,382	1,122	1,102	1,201	1,144	1,144
1-1100-08-0641-0-21-2	New Programs/Textbooks	-	-	-	-	-	-	0	0
1-1100-08-0641-0-11-1	New Programs/Textbooks	-	-	-	-	-	-	0	0

LITCHFIELD SCHOOL DISTRICT 1999-2000										As recommended by Budget Committee on January 7, 1999			
New Account	Description	1996-97 Budgeted	1996-97 Expended	1997-98 Budgeted	1997-98 Expended	1998-99 Budgeted	1999-2000 Admin.	1999-2000 Board	1999-2000 Committee				
1-1100-08-0650-0-21-2	Software	-	-	-	-	-	-	0	0				
1-1100-08-0650-0-11-1	Software	-	-	-	-	-	-	0	0				
1-1100-08-0734-0-21-2	Equipment--Additional	-	-	-	-	-	-	0	0				
1-1100-08-0734-0-11-1	Equipment--Additional	-	-	-	-	-	-	0	0				
1-1100-08-0738-0-21-2	Equipment--Replacement	-	-	-	-	-	-	0	0				
1-1100-08-0738-0-11-1	Equipment--Replacement	-	-	431	380	-	-	0	0				
1-1100-08-0733-0-21-2	Furniture--Additional	-	-	-	-	-	-	0	0				
1-1100-08-0733-0-11-1	Furniture--Additional	-	-	-	-	-	-	0	0				
1-1100-08-0737-0-21-2	Furniture--Replacement	-	-	-	-	-	-	0	0				
1-1100-08-0737-0-11-1	Furniture--Replacement	-	-	-	-	-	-	0	0				
	Subtotal:	48,946	48,425	70,437	69,146	72,268	75,463	75,406	75,406				
1-1100-09-0110-2-21-2	Home Ec: Teachers Salary	36,821	37,457	38,535	38,535	39,646	40,790	40,790	40,790				
1-1100-09-0610-0-21-2	Home Ec: Supplies	1,453	1,453	1,515	1,446	1,670	1,595	1,595	1,595				
1-1100-09-0641-0-21-2	New Programs/Textbooks	-	-	-	-	-	-	0	0				
1-1100-09-0650-0-21-2	Software	-	-	-	-	-	-	0	0				
1-1100-09-0734-0-21-2	Equipment--Additional	-	-	-	-	-	-	0	0				
1-1100-09-0734-0-11-1	Equipment--Replacement	-	-	-	-	-	-	0	0				
1-1100-09-0751-0-21-2	Furniture--Additional	-	-	-	-	-	550	550	550				
1-1100-09-0752-0-21-2	Furniture--Replacement	-	-	-	-	-	-	0	0				
	Subtotal:	38,274	38,910	40,050	39,981	41,316	42,935	42,935	42,935				
1-1100-10-0110-2-21-2	Ind Arts: Teachers Salary	35,321	35,957	37,035	37,035	38,146	39,290	39,290	39,290				
1-1100-10-0610-0-21-2	Ind Arts: Supplies	1,453	1,453	1,515	1,514	1,670	1,595	1,595	1,595				
1-1100-10-0641-0-21-2	New Programs/Textbooks	-	-	-	-	-	-	0	0				
1-1100-10-0650-0-21-2	Software	-	-	-	-	-	-	0	0				
1-1100-10-0734-0-21-2	Equipment--Additional	-	-	-	-	-	-	0	0				
1-1100-10-0738-0-21-2	Equipment--Replacement	-	-	-	-	-	-	0	0				
1-1100-10-0733-0-21-2	Furniture--Additional	-	-	-	-	-	-	0	0				
1-1100-10-0737-0-21-2	Furniture--Replacement	-	-	-	-	-	-	0	0				
	Subtotal:	36,774	37,410	38,550	38,549	39,816	40,885	40,885	40,885				
1-1100-11-0610-0-21-2	Math: Workbooks/Supplies	325	332	350	343	600	600	600	600				
1-1100-11-0610-0-11-1	Math: Workbooks/Supplies	1,400	1,383	1,500	1,362	3,000	3,120	3,120	3,120				
1-1100-11-0611-0-21-2	Computer Supplies	-	-	-	-	-	-	0	0				
1-1100-11-0611-0-11-1	Computer Supplies	-	-	-	-	-	-	0	0				
1-1100-11-0640-0-11-1	Math Workbooks	3,972	3,929	5,637	5,521	3,906	5,146	5,146	5,146				
1-1100-11-0641-0-21-2	New Programs/Textbooks	-	-	-	-	-	-	0	0				
1-1100-11-0641-0-11-1	New Programs/Textbooks	-	-	-	-	-	-	0	0				
1-1100-11-0650-0-21-2	Software	-	-	-	-	-	-	0	0				
1-1100-11-0650-0-11-1	Software	-	-	-	-	-	-	0	0				
1-1100-11-0734-0-21-2	Equipment--Additional	-	-	4,700	4,487	-	-	0	0				
1-1100-11-0734-0-11-1	Equipment--Additional	-	-	-	-	-	-	0	0				
1-1100-11-0738-0-21-2	Equipment--Replacement	-	-	-	-	-	-	0	0				
1-1100-11-0738-0-11-1	Equipment--Replacement	-	-	-	-	-	-	0	0				
1-1100-11-0733-0-21-2	Furniture--Additional	-	-	-	-	-	-	0	0				
1-1100-11-0733-0-11-1	Furniture--Additional	-	-	-	-	-	-	0	0				

LITCHFIELD SCHOOL DISTRICT 1999-2000										As recommended by Budget Committee on January 7, 1999				
		1996-97	1996-97	1997-98	1997-98	1998-99	1999-2000	1999-2000	1999-2000					
New Account	Description	Budgeted	Expended	Budgeted	Expended	Budgeted	Admin.	Board	Committee					
1-1100-11-0737-0-21-2	Furniture--Replacement	-	-	-	-	-	-	0	-					
1-1100-11-0737-0-11-1	Furniture--Replacement	-	-	-	-	-	-	0	-					
	Subtotal:	5,697	5,644	12,187	11,712	7,506	8,866	8,866	8,866					
1-1100-12-0110-2-21-2	Music: Teachers Salary	11,012	16,881	19,000	11,578	25,752	28,332	28,332	28,332					
1-1100-12-0110-2-11-1	Music: Teachers Salary	30,544	32,244	34,439	34,439	36,784	39,290	39,290	39,290					
1-1100-12-0430-2-11-1	Repairs & Maintenance						130	130	130					
1-1100-12-0610-0-21-2	Supplies	461	446	436	345	615	603	603	603					
1-1100-12-0610-0-11-1	Supplies	1,346	1,342	1,520	1,393	1,350	1,430	1,401	1,401					
1-1100-12-0641-0-21-2	New Programs/Textbooks	-	-	1,050	-	-	0	0	-					
1-1100-12-0641-0-11-1	New Programs/Textbooks	-	-	-	-	-	0	0	-					
1-1100-12-0650-0-21-2	Software	-	-	-	-	-	0	0	-					
1-1100-12-0650-0-11-1	Software	-	-	-	-	-	0	0	-					
1-1100-12-0670-0-21-2	Tapes & Records	-	-	-	-	-	0	0	-					
1-1100-12-0670-0-11-1	Tapes & Records	-	-	-	-	-	0	0	-					
1-1100-12-0734-0-21-2	Equipment--Additional	-	-	-	-	-	0	0	-					
1-1100-12-0734-0-11-1	Equipment--Additional	-	-	-	-	-	1,800	1,800	1,800					
1-1100-12-0738-0-21-2	Equipment--Replacement	-	-	-	-	-	0	0	-					
1-1100-12-0738-0-11-1	Equipment--Replacement	-	-	290	307	-	0	0	-					
1-1100-12-0733-0-21-2	Furniture--Additional	-	-	-	-	-	0	0	-					
1-1100-12-0733-0-11-1	Furniture--Additional	-	-	-	-	-	0	0	-					
1-1100-12-0733-0-21-2	Furniture--Replacement	-	-	-	-	-	0	0	-					
1-1100-12-0737-0-11-1	Furniture--Replacement	-	-	-	-	-	0	0	-					
	Subtotal:	43,363	50,913	56,735	48,062	64,501	71,585	71,556	71,556					
1-1100-13-0610-0-21-2	Science: Supplies	1,968	1,966	2,052	2,028	3,500	3,423	3,423	3,423					
1-1100-13-0610-0-11-1	Science: Supplies	3,978	3,620	4,492	3,150	3,857	4,147	4,004	4,004					
1-1100-13-0641-0-21-2	New Programs/Textbooks	-	-	-	-	-	0	0	-					
1-1100-13-0641-0-11-1	New Programs/Textbooks	-	-	-	-	-	0	0	-					
1-1100-13-0650-0-21-2	Software	-	-	-	-	-	0	0	-					
1-1100-13-0650-0-11-1	Software	-	-	-	-	-	0	0	-					
1-1100-13-0734-0-21-2	Equipment--Additional	-	-	-	-	-	0	0	-					
1-1100-13-0734-0-11-1	Equipment--Additional	-	-	-	-	-	0	0	-					
1-1100-13-0738-0-21-2	Equipment--Replacement	-	-	-	-	-	0	0	-					
1-1100-13-0738-0-11-1	Equipment--Replacement	-	-	-	-	-	0	0	-					
1-1100-13-0733-0-21-2	Furniture--Additional	-	-	-	-	-	0	0	-					
1-1100-13-0733-0-11-1	Furniture--Additional	-	-	-	-	-	0	0	-					
1-1100-13-0737-0-21-2	Furniture--Replacement	-	-	270	308	-	0	0	-					
1-1100-13-0737-0-11-1	Furniture--Replacement	-	-	-	-	-	0	0	-					
	Subtotal:	5,946	5,586	6,814	5,486	7,357	7,570	7,427	7,427					
1-1100-23-0110-2-21-2	Reading: Teachers Salary	-	-	-	-	-	0	0	-					
1-1100-23-0110-2-11-1	Reading: Teachers Salary	47,691	47,691	49,599	49,599	51,335	52,875	52,875	52,875					
1-1100-23-0610-0-21-2	Reading: Supplies	5,319	5,250	6,747	6,638	6,932	838	838	838					
1-1100-23-0610-0-11-1	Reading: Supplies	20,708	20,450	25,085	25,059	24,000	12,919	12,919	12,919					

LITCHFIELD SCHOOL DISTRICT 1999-2000

		As recommended by Budget Committee on January 7, 1999						
		1995-97	1996-97	1997-98	1997-98	1998-99	1999-2000	1999-2000
		Budgeted	Expended	Budgeted	Expended	Budgeted	Admin.	Board
New Account	Description							Committee
1-1100-23-0640-0-21-2	Textbooks/Replacement	1,357	1,341	848	597	2,310	9,021	7,586
1-1100-23-0640-0-11-1	Textbooks/Replacement	2,328	2,422	3,695	3,448	8,622	21,738	21,738
1-1100-23-0641-0-21-2	Textbooks/ New					-	7,493	7,493
1-1100-23-0641-0-11-2	Textbooks/New					-	8,483	8,483
1-1100-23-0650-0-21-2	Software	-	-	-	-	-	0	0
1-1100-23-0650-0-11-1	Software	-	-	-	-	-	0	0
1-1100-23-0734-0-21-2	Equipment-Additional	-	-	-	-	-	0	0
1-1100-23-0734-0-11-1	Equipment-Additional	-	-	-	-	-	0	0
1-1100-23-0738-0-21-2	Equipment-Replacement	-	-	-	-	-	0	0
1-1100-23-0738-0-11-1	Equipment-Replacement	-	-	-	-	-	0	0
1-1100-23-0733-0-21-2	Furniture-Additional	-	-	-	-	-	0	0
1-1100-23-0733-0-11-1	Furniture-Additional	-	-	-	-	-	0	0
1-1100-23-0737-0-21-2	Furniture-Replacement	-	-	-	-	-	0	0
1-1100-23-0737-0-11-1	Furniture-Replacement	-	-	-	-	-	0	0
	Subtotal:	77,403	77,153	85,974	85,342	93,199	113,367	111,932
Subtotal 1100 Series		4,323,186	4,129,350	4,590,596	4,604,540	4,871,645	5,492,132	5,402,555
1-1200-00-0110-1-11-1	Special Svs: Teachers Salaries	38,158	39,935	37,960	29,022	37,960	0	0
1-1200-00-0110-2-21-2	Special Svs: Teachers Salaries	42,844	43,588	45,851	45,851	85,073	75,811	75,811
1-1200-00-0110-2-11-1	Special Svs: Teachers Salaries	123,979	121,577	127,015	99,941	106,471	162,164	168,811
1-1200-00-0113-2-00-0	Special Svs: Tutors	4,000	18,038	8,000	11,903	8,000	8,000	8,000
1-1200-00-0114-4-11-1	Paraprofessional Salaries	160,297	157,095	172,595	143,764	133,854	167,284	167,284
1-1200-00-0114-4-21-2	Paraprofessional Salaries	28,557	44,255	64,120	76,885	83,282	117,360	106,188
1-1200-00-0120-2-00-0	Paraprofessional Salaries						15,966	15,966
1-1200-00-0211-0-11-1	Social Security Throughout						612	613
1-1200-00-0211-0-11-1	Health Insurance-Elementary						15,749	19,430
1-1200-00-0212-0-11-1	Dental Insurance-Elementary						3,156	3,156
1-1200-00-0213-0-11-1	Life Insurance-Elementary						296	296
1-1200-00-0214-0-11-1	Disability Insurance-Elementary						242	242
1-1200-00-0220-0-11-1	Social Security - Elementary					25,203	25,711	25,711
1-1200-00-0231-0-11-1	Retirement, Non-Teacher, Elem.					6,959	6,959	6,45
1-1200-00-0232-0-11-1	Retirement, Teacher, Elementary					4,751	4,946	4,946
1-1200-00-0250-0-11-1	Unemployment, Elementary					480	480	480
1-1200-00-0260-0-11-1	Workers Comp., Elementary					1,235	1,235	1,235
1-1200-00-0211-0-21-1	Health Insurance-Middle					14,912	14,912	14,912
1-1200-00-0212-0-21-1	Dental Insurance-Middle					2,403	2,403	2,403
1-1200-00-0213-0-21-1	Life Insurance-Middle					250	250	250
1-1200-00-0214-0-21-1	Disability Insurance-Middle					298	298	298
1-1200-00-0220-0-21-1	Social Security - Middle					14,778	14,778	14,778
1-1200-00-0231-0-21-1	Retirement, Non-Teacher, Middle					4,882	4,882	0
1-1200-00-0232-0-21-1	Retirement, Teacher, Middle					2,221	2,221	2,221
1-1200-00-0250-0-21-1	Unemployment, Middle					480	480	480
1-1200-00-0260-0-21-1	Workers Comp., Middle					1,059	1,059	1,059
1-1200-00-0220-0-21-1	Social Security High School						1,221	1,221
1-1200-00-0330-0-00-0	Professional Services					22,310	18,784	18,784

LITCHFIELD SCHOOL DISTRICT 1999-2000

		As recommended by Budget Committee on January 7, 1999								
		1996-97	1996-97	1997-98	1998-99	1999-2000	1999-2000	1999-2000		
New Account	Description	Budgeted	Expended	Budgeted	Budgeted	Admin.	Board	Committee		
1-1200-00-0335-0-00-0	Legal Fees Special Ed					7,500	7,500	5,000		
1-1200-00-0430-0-11-1	Repairs & Maintenance					200	200	200		
1-1200-00-0561-0-39-1	Tuition to Other LEA's - High School					84,000	81,480	84,000		
1-1200-00-0569-0-00-0	Tuition	218,842	258,617	330,657		0	0	-		
1-1200-00-0569-0-11-1	Tuition - Elementary					96,609	96,609	96,609		
1-1200-00-0569-0-21-2	Tuition - Middle					126,146	126,146	126,146		
1-1200-00-0569-0-39-3	Tuition- High School					69,864	69,864	69,864		
1-1200-00-0590-0-00-0	Extended Year -Program					30,000	30,000	21,554		
1-1200-00-0610-0-21-2	Supplies Middle School	1,200	1,128	2,700	1,600	3,600	3,600	3,600		
1-1200-00-0610-0-11-1	Supplies Elementary School	7,122	6,653	7,098	6,600	5,300	5,300	5,300		
1-1200-00-0632-0-11-1	Food Supplies					500	350	350		
1-1200-00-0632-0-21-2	Food Supplies	260	260	260	260	260	260	260		
1-1200-00-0641-0-21-2	Textbooks New Programs	-	-	-	-	0	0	-		
1-1200-00-0641-0-11-1	Textbooks New Programs	-	-	-	-	0	0	-		
1-1200-00-0650-0-21-2	Software					890	890	890		
1-1200-00-0650-0-11-1	Software	460	458	360	350	2,770	2,770	2,770		
1-1200-00-0734-0-21-2	Equipment--Additional	2,600	2,475	1,000	-	5,400	5,400	5,400		
1-1200-00-0734-0-11-1	Equipment--Additional	12,444	12,420	9,200	2,250	4,400	4,400	4,400		
1-1200-00-0738-0-21-2	Equipment--Replacement	-	-	-	-	0	0	-		
1-1200-00-0738-0-11-1	Equipment--Replacement	-	-	-	-	4,200	4,200	4,200		
1-1200-00-0733-0-21-2	Furniture--Additional	-	-	-	-	332	332	332		
1-1200-00-0733-0-11-1	Furniture--Additional	-	-	-	-	0	0	-		
1-1200-00-0737-0-21-2	Furniture--Replacement	-	-	-	-	300	300	300		
1-1200-00-0737-0-11-1	Furniture--Replacement	-	-	-	-	1,111,133	1,117,189	1,083,674		
	Subtotal	640,763	706,499	806,816	716,119					
1-1410-00-0110-2-21-2	Extra Curricular Salaries	13,200	13,267	14,250	14,250	11,850	11,850	11,850		
1-1410-00-0110-2-11-1	Extra Curricular Salaries	1,425	1,129	2,650	2,750	1,375	1,375	1,375		
1-1410-00-0321-0-21-2	Game Officials	2,130	2,336	2,130	3,090	3,090	3,090	3,090		
1-1410-00-0580-0-11-1	Travel/Professional Meetings	-	225	250	210	210	210	210		
1-1410-00-0610-0-21-2	Supplies	2,520	2,325	2,520	2,520	2,100	2,100	2,100		
1-1410-00-0610-0-11-1	Supplies	-	-	250	650	550	550	550		
1-1410-00-0734-0-21-2	Equipment--Additional	-	-	-	-	0	0	-		
1-1410-00-0738-0-21-2	Equipment--Replacement	-	-	-	-	0	0	-		
1-1410-00-0733-0-21-2	Furniture--Additional	-	-	-	-	0	0	-		
1-1410-00-0737-0-21-2	Furniture--Replacement	-	-	-	-	0	0	-		
1-1410-00-0810-0-21-2	Dues & Fets					500	500	500		
1-1410-00-0810-0-11-1	Dues & Fets	-	135	405	435	435	435	435		
	Subtotal	19,275	19,416	22,455	23,905	20,110	20,110	20,110		
1-1490-00-0890-0-21-2	Student Activities	200	200	200	200	200	200	200		
1-1490-00-0890-0-11-1	Student Activities	450	115	45	450	750	750	750		
	Subtotal	650	315	245	650	950	950	950		
		19,925	19,731	22,700	24,555	21,060	21,060	21,060		

LITCHFIELD SCHOOL DISTRICT 1999-2000					As recommended by Budget Committee on January 7, 1999				
		1996-97 Budgeted	1996-97 Expended	1997-98 Budgeted	1997-98 Expended	1998-99 Budgeted	1999-2000 Admin.	1999-2000 Board	1999-2000 Committee
New Account	Description								
1-2112-00-0110-4-00-0	Attendance: Salaries	1	-	1	-	1	1	1	1
	Subtotal	1	-	1	-	1	1	1	1
1-2120-00-0110-1-21-2	Guidance: Salaries	40,099	39,600	41,184	43,071	42,292	59,709	59,709	59,709
1-2120-00-0110-1-11-1	Guidance: Salaries	38,408	38,408	39,944	42,088	43,561	46,736	46,736	46,736
1-2120-00-0211-0-11-1	Health Insurance-Elementary						5,598	5,598	5,598
1-2120-00-0212-0-11-1	Dental Insurance-Elementary						905	905	905
1-2120-00-0213-0-11-1	Life Insurance-Elementary						47	47	47
1-2120-00-0220-0-11-1	Social Security - Elementary						3,575	3,575	3,575
1-2120-00-0232-0-11-1	Retirement, Teacher, Elementary						1,369	1,369	1,369
1-2120-00-0250-0-11-1	Unemployment, Elementary						40	40	40
1-2120-00-0260-0-11-1	Workers Comp., Elementary						215	215	215
1-2120-00-0211-0-21-1	Health Insurance-Middle						1,987	1,987	1,987
1-2120-00-0212-0-21-1	Dental Insurance-Middle						297	297	297
1-2120-00-0213-0-21-1	Life Insurance-Middle						47	47	47
1-2120-00-0220-0-21-1	Social Security - Middle						4,568	4,568	4,568
1-2120-00-0232-0-21-1	Retirement, Teacher, Middle						1,749	1,749	1,749
1-2120-00-0250-0-21-1	Unemployment, Middle						80	80	80
1-2120-00-0260-0-21-1	Workers Comp., Middle						288	288	288
1-2120-00-0580-0-11-1	Travel						200	200	50
1-2120-00-0610-0-21-2	Guidance Supplies & Testing	1,642	1,646	1,642	2,520	2,120	2,479	2,479	2,479
1-2120-00-0610-0-11-1	Guidance Supplies & Testing	1,864	948	2,049	1,256	1,877	2,164	2,164	2,164
1-2120-00-0641-0-21-2	New Programs/Textbooks	-	-	-	-	-	0	0	-
1-2120-00-0641-0-11-1	New Programs/Textbooks	-	-	-	-	-	0	0	-
1-2120-00-0650-0-21-2	Software	-	-	-	-	-	0	0	-
1-2120-00-0650-0-11-1	Software	-	-	-	-	-	0	0	-
1-2120-00-0734-0-21-2	Equipment--Additional	-	-	-	-	-	0	0	-
1-2120-00-0734-0-11-1	Equipment--Additional	-	-	-	-	-	0	0	-
1-2120-00-0738-0-21-2	Equipment--Replacement	-	-	-	-	-	0	0	-
1-2120-00-0738-0-11-1	Equipment--Replacement	-	-	-	-	-	0	0	-
1-2120-00-0733-0-21-2	Furniture--Additional	-	-	-	-	-	0	0	-
1-2120-00-0733-0-11-1	Furniture--Additional	-	-	-	-	-	0	0	-
1-2120-00-0737-0-21-2	Furniture--Replacement	-	-	-	-	-	0	0	-
1-2120-00-0737-0-11-1	Furniture--Replacement	-	-	-	-	-	0	0	-
1-2120-00-0737-0-11-1	Subtotal	82,013	80,602	84,819	88,935	89,850	132,054	132,054	131,904

LITCHFIELD SCHOOL DISTRICT 1999-2000

LITCHFIELD SCHOOL DISTRICT 1999-2000		As recommended by Budget Committee on January 7, 1999							
		1996-97	1996-97	1997-98	1997-98	1998-99	1999-2000	1999-2000	
	Description	Budgeted	Expended	Budgeted	Expended	Budgeted	Admin.	Board	Committee
New Account									
1-2134-00-0110-3-21-2	Nurses: Salary	20,753	21,057	21,629	21,689	22,973	24,136	24,136	24,136
1-2134-00-0110-3-11-1	Nurses: Salary	21,357	22,569	24,629	18,474	20,400	25,263	25,263	25,263
1-2134-00-0211-0-11-1	Health Insurance-Elementary						5,184	5,184	5,184
1-2134-00-0212-0-11-1	Dental Insurance-Elementary						905	905	905
1-2134-00-0213-0-11-1	Life Insurance-Elementary						47	47	47
1-2134-00-0214-0-11-1	Disability Insurance-Elementary						84	84	84
1-2134-00-0220-0-11-1	Social Security - Elementary						1,933	1,933	1,933
1-2134-00-0232-0-11-1	Retirement, Teacher, Elementary						740	740	740
1-2134-00-0250-0-11-1	Unemployment, Elementary						40	40	40
1-2134-00-0260-0-11-1	Workers Comp., Elementary						117	117	117
1-2134-00-0211-0-21-1	Health Insurance-Middle						4,451	4,451	4,451
1-2134-00-0212-0-21-1	Dental Insurance-Middle						525	525	525
1-2134-00-0213-0-21-1	Life Insurance-Middle						47	47	47
1-2134-00-0214-0-21-1	Disability Insurance-Middle						93	93	93
1-2134-00-0220-0-21-1	Social Security - Middle						1,846	1,846	1,846
1-2134-00-0232-0-21-1	Retirement, Teacher, Middle						707	707	707
1-2134-00-0250-0-21-1	Unemployment, Middle						40	40	40
1-2134-00-0260-0-21-1	Workers Comp., Middle						117	117	117
1-2134-00-0580-0-21-2	Nurses: Travel	-	-	-	-	-	0	0	-
1-2134-00-0580-0-11-1	Nurses: Travel	-	-	-	-	-	0	0	-
1-2134-00-0610-0-21-2	Nurses: Supplies	492	495	513	489	750	734	734	734
1-2134-00-0610-0-11-1	Nurses: Supplies	459	543	518	543	1,167	858	858	858
1-2134-00-0734-0-21-2	Equipment--Additional	-	-	-	-	-	0	0	-
1-2134-00-0734-0-11-1	Equipment--Additional	150	140	-	-	-	160	160	160
1-2134-00-0738-0-21-2	Equipment--Replacement	-	-	-	-	-	0	0	-
1-2134-00-0738-0-11-1	Equipment--Replacement	-	-	-	-	180	349	349	349
1-2134-00-0733-0-21-2	Furniture--Additional	-	-	-	-	-	0	0	-
1-2134-00-0733-0-11-1	Furniture--Additional	-	-	-	-	-	0	0	-
1-2134-00-0737-0-21-2	Furniture--Replacement	-	-	-	-	-	0	0	-
1-2134-00-0737-0-11-1	Furniture--Replacement	-	-	-	-	-	0	0	-
	Subtotal	43,211	44,804	47,289	41,194	45,470	68,376	68,376	68,376
1-2140-00-0110-1-00-0	Psychologists Salary								
1-2140-00-0211-0-00-1	Health Insurance	21,630	21,229	22,495	21,777	20,131	46,864	46,864	46,864
1-2140-00-0212-0-00-1	Dental Insurance						5,598	5,598	5,598
1-2140-00-0213-0-00-1	Life Insurance						525	525	525
1-2140-00-0214-0-00-1	Disability Insurance						47	47	47
1-2140-00-0220-0-00-1	Social Security						178	178	178
1-2140-00-0232-0-00-1	Retirement, Teacher						3,585	3,585	3,585
1-2140-00-0250-0-00-1	Unemployment						1,373	1,373	1,373
1-2140-00-0260-0-00-1	Workers Comp.						40	40	40
1-2140-00-0260-0-00-1	Supplies						209	209	209
1-2140-00-0260-0-00-1	Psychological Services	7,500	6,604	6,310	6,549	13,866	6,015	6,015	4,550
1-2140-00-0330-3-21-2	Psychological Services	17,319	24,030	23,918	28,815	17,236	15,465	15,465	15,465
1-2140-00-0330-3-11-1	Subtotal	46,449	51,863	52,723	57,141	51,233	79,999	79,999	78,534

LITCHFIELD SCHOOL DISTRICT 1999-2000

As recommended by Budget Committee on January 7, 1999

New Account	Description	1996-97 Budgeted	1996-97 Expended	1997-98 Budgeted	1997-98 Expended	1998-99 Budgeted	1999-2000 Admin.	1999-2000 Board	1999-2000 Committee
1-2150-00-0110-2-11-1	Speech Salaries	64,387	53,448	70,826	55,648	74,386	63,577	63,577	63,577
1-2150-00-0211-0-11-1	Health Insurance-Elementary						5,598	5,598	5,598
1-2150-00-0212-0-11-1	Dental Insurance-Elementary						525	525	525
1-2150-00-0213-0-11-1	Life Insurance-Elementary						78	78	78
1-2150-00-0214-0-11-1	Disability Insurance-Elementary						164	164	164
1-2150-00-0220-0-11-1	Social Security - Elementary						4,864	4,864	4,864
1-2150-00-0232-0-11-1	Retirement, Teacher, Elementary						1,863	1,863	1,863
1-2150-00-0250-0-11-1	Unemployment, Elementary						40	40	40
1-2150-00-0260-0-11-1	Workers Comp., Elementary						307	307	307
1-2150-00-0330-0-11-1	Speech & Language Consultant			-	23,795	-	26,052	26,052	26,052
1-2150-00-0610-0-11-1	Speech Supplies	439	423	565	504	575	750	750	750
1-2150-00-0641-0-11-1	New Programs	-	-	-	-	-	0	0	-
1-2150-00-0650-0-11-1	Software	-	-	-	-	-	0	0	-
1-2150-00-0734-0-11-1	Equipment--Additional	-	-	-	-	-	0	0	-
1-2150-00-0733-0-11-1	Furniture--Additional	-	-	-	-	-	0	0	-
1-2150-00-0737-0-11-1	Furniture--Replacement	-	-	-	-	-	0	0	-
1-2150-00-0738-0-11-1	Equipment--Replacement	-	-	-	-	-	0	0	-
	Subtotal	64,826	53,871	71,391	79,946	74,961	103,817	103,817	103,817
1-2160-00-0110-2-11-1	OT/PT Salaries						24,136	24,136	24,136
1-2160-00-0110-2-21-1	OT/PT Salaries								-
1-2160-00-0211-0-11-1	Health Insurance-Elementary						5,598	5,598	5,598
1-2160-00-0212-0-11-1	Dental Insurance-Elementary						525	525	525
1-2160-00-0213-0-11-1	Life Insurance-Elementary						47	47	47
1-2160-00-0220-0-11-1	Social Security - Elementary						1,846	1,846	1,846
1-2160-00-0231-0-11-1	Retirement, Non-Teacher, Elem.						1,004	1,004	1,004
1-2160-00-0250-0-11-1	Unemployment, Elementary						40	40	40
1-2160-00-0260-0-11-1	Workers Comp., Elementary						117	117	117
1-2160-00-0211-0-21-1	Health Insurance-Middle								-
1-2160-00-0212-0-21-1	Dental Insurance-Middle								-
1-2160-00-0213-0-21-1	Life Insurance-Middle								-
1-2160-00-0220-0-21-1	Social Security - Middle								-
1-2160-00-0231-0-21-1	Retirement, Non-Teacher, Middle								-
1-2160-00-0232-0-21-1	Unemployment, Teacher, Middle								-
1-2160-00-0250-0-21-1	Unemployment, Middle								-
1-2160-00-0260-0-21-1	Workers Comp., Middle								-
1-2160-00-0330-0-11-1	OT/PT Services	-	-	-		-	14,159	14,159	14,159
1-2160-00-0330-0-21-1	OT/PT Services						6,120	6,120	5,722
1-2160-00-0610-0-11-1	Supplies						200	200	200
1-2160-00-0610-0-21-1	Supplies								-
1-2160-00-0641-0-11-1	New Programs	-	-	-	-	-	0	0	-
1-2160-00-0641-0-21-1	New Programs								-
1-2160-00-0650-0-11-1	Software						0	0	-
1-2160-00-0650-0-21-1	Software	-	-	-	-	-			-

LITCHFIELD SCHOOL DISTRICT 1999-2000

As recommended by Budget Committee on January 7, 1999

LITCHFIELD SCHOOL DISTRICT 1999-2000				As recommended by Budget Committee on January 7, 1999					
		1996-97	1996-97	1997-98	1997-98	1998-99	1999-2000	1999-2000	1999-2000
	Description	Budgeted	Expended	Budgeted	Expended	Budgeted	Admin.	Board	Committee
	Equipment--Additional	-	-	-	-	-	0	0	-
	Equipment--Additional								-
	Furniture--Additional	-	-	-	-	-	0	0	-
	Furniture--Additional								-
	Furniture--Replacement	-	-	-	-	-	0	0	-
	Furniture--Replacement								-
	Equipment--Replacement	-	-	-	-	-	0	0	-
	Equipment--Replacement								-
	Subtotal	-	-	-	-	-	53,792	53,792	53,394
	Professional Services						2,736	2,736	2,736
	SERESC (1052 x \$3.60)	3,384	3,323	3,719	3,496	3,787			-
	Other Pupil Services	-	-	-	-		1,760	1,760	1,760
	Other Pupil Services	-	-	-	-		2,048	2,048	2,048
	Subtotal	3,384	3,323	3,719	3,496	3,787	6,544	6,544	6,544
	Subtotal 2100 Series	239,883.00	234,463.13	259,941.00	270,711.90	265,301.00	444,581.92	444,581.77	442,568.77
	School Evaluations	-	-	-	-	-	0	0	-
	School Evaluations	-	-	-	-	-	0	0	-
	Subtotal	-	-	-	-	-	0	0	-
	Professional Publications	200	198	228	233	248	262	262	262
	Professional Publications	200	193	400	402	400	400	400	400
	Subtotal	400	390	628	635	648	662	662	662
	Course Reimburse/Non-Bargain	3,000	-	2,500	2,785	3,000	3,000	3,000	2,500
	Course Reimburse/Bargaining	12,000	11,926	12,500	10,233	15,000	15,000	15,000	12,000
	Teacher Workshops	7,500	1,000	5,500	4,330	11,000	12,000	12,000	8,000
	Professional Meetings/Travel	840	372	500	390	840	885	885	500
	Professional Meetings/Travel	650	441	500	490	750	450	450	450
	Subtotal	23,990	13,739	21,500	18,228	30,590	31,335	31,335	23,450
	Subtotal 2210 Series	24,390	14,129	22,128	18,863	31,238	31,997	31,997	24,112

LITCHFIELD SCHOOL DISTRICT 1999-2000

		As recommended by Budget Committee on January 7, 1999					
New Account	Description	1996-97	1996-97	1997-98	1999-2000	1999-2000	1999-2000
		Budgeted	Expended	Budgeted	Admin.	Board	Committee
1-2222-00-0110-2-21-2	Library: Salary	-	-	-	-	0	-
1-2222-00-0110-2-11-1	Library: Salary	41,076	41,815	44,571	47,192	47,192	47,192
1-2222-00-0114-4-21-2	Library: Paraprofessionals	17,236	17,236	17,925	20,145	20,145	20,145
1-2222-00-0114-4-11-1	Library: Paraprofessionals	-	-	-	0	0	-
1-2222-00-0211-0-11-1	Health Insurance-Elementary	-	-	-	5,598	5,598	5,598
1-2222-00-0212-0-11-1	Dental Insurance-Elementary	-	-	-	905	905	905
1-2222-00-0213-0-11-1	Life Insurance-Elementary	-	-	-	78	78	78
1-2222-00-0214-0-11-1	Disability Insurance-Elementary	-	-	-	180	180	180
1-2222-00-0220-0-11-1	Social Security - Elementary	-	-	-	3,610	3,610	3,610
1-2222-00-0232-0-11-1	Retirement, Teacher, Elementary	-	-	-	1,383	1,383	1,383
1-2222-00-0250-0-11-1	Unemployment, Elementary	-	-	-	40	40	40
1-2222-00-0260-0-11-1	Workers Comp., Elementary	-	-	-	215	215	215
1-2222-00-0211-0-21-1	Health Insurance-Middle	-	-	-	2,143	2,143	2,143
1-2222-00-0212-0-21-1	Dental Insurance-Middle	-	-	-	525	525	525
1-2222-00-0213-0-21-1	Life Insurance-Middle	-	-	-	47	47	47
1-2222-00-0220-0-21-1	Social Security - Middle	-	-	-	1,541	1,541	1,541
1-2222-00-0231-0-21-1	Retirement, Non-Teacher, Middle	-	-	-	590	590	590
1-2222-00-0250-0-21-1	Unemployment, Middle	-	-	-	40	40	40
1-2222-00-0260-0-21-1	Workers Comp., Middle	-	-	-	117	117	117
1-2222-00-0610-0-21-2	Library: Supplies	120	126	120	120	120	120
1-2222-00-0610-0-11-1	Library: Supplies	600	600	600	400	400	400
1-2222-00-0650-0-21-2	Computer Software	-	-	-	-	0	-
1-2222-00-0650-0-11-1	Computer Software	500	450	600	600	600	600
1-2222-00-0640-0-21-2	Library Books--Replacement	2,000	1,848	2,000	2,000	4,710	4,710
1-2222-00-0640-0-11-1	Library Books--Replacement	5,000	4,786	4,950	5,100	5,100	5,600
	Subtotal	66,532	66,861	70,766	95,279	95,279	95,779
1-2223-00-0430-0-21-2	Audio/Visual Repairs	900	1,093	500	900	900	900
1-2223-00-0430-0-11-1	Audio/Visual Repairs	1,000	1,113	1,000	1,200	1,200	1,200
1-2223-00-0440-0-21-2	Rental of AV Aids	-	-	-	0	0	-
1-2223-00-0440-0-11-1	Rental of AV Aids	250	-	350	-	400	400
1-2223-00-0610-0-21-2	Supplies	-	-	-	-	0	-
1-2223-00-0610-0-11-1	Supplies	-	-	-	-	0	-
1-2223-00-0640-0-21-2	Periodicals	600	488	675	710	0	-
1-2223-00-0640-0-11-1	Periodicals	500	482	500	500	0	-
1-2223-00-0670-0-21-2	Filmstrips	-	-	-	-	0	-
1-2223-00-0670-0-11-1	Filmstrips	300	291	500	463	700	700
1-2223-00-0671-0-21-2	Tapes, Records, etc.	-	-	-	-	0	-
1-2223-00-0671-0-11-1	Tapes, Records, etc.	150	132	100	150	150	150
1-2223-00-0680-0-21-2	Maps, Charts, Globes	300	279	300	-	0	-
1-2223-00-0680-0-11-1	Maps, Charts, Globes	1,080	1,056	1,200	1,215	1,120	1,120
1-2223-00-0690-0-21-2	Audio/Visual--Other	-	-	-	-	0	-
1-2223-00-0690-0-11-1	Audio/Visual--Other	-	-	-	-	0	-
1-2223-00-0734-0-21-2	Equipment--Additional	1,014	1,019	240	-	0	-
1-2223-00-0734-0-11-1	Equipment--Additional	-	-	-	425	1,290	1,290

LITCHFIELD SCHOOL DISTRICT 1999-2000					As recommended by Budget Committee on January 7, 1999				
		1996-97	1996-97	1997-98		1997-98	1998-99	1999-2000	1999-2000
		Budgeted	Expended	Budgeted	Expended	Budgeted	Budgeted	Admin.	Board
New Account	Description								
1-2223-00-0738-0-21-2	Equipment--Replacement	-	-	744	702	-	-	0	0
1-2223-00-0738-0-11-1	Equipment--Replacement	-	-	-	-	450	450	450	450
1-2223-00-0733-0-21-2	Furniture--Additional	-	-	-	-	-	-	0	0
1-2223-00-0733-0-11-1	Furniture--Additional	-	-	-	-	-	-	0	0
1-2223-00-0737-0-21-2	Furniture--Replacement	-	-	-	-	-	-	0	0
1-2223-00-0737-0-11-1	Furniture--Replacement	-	-	-	-	-	-	0	0
1-2224-00-0810-0-00-0	Dues & Fees	125	-	125	-	125	125	125	125
	Subtotal	6,219	5,952	6,234	5,543	5,260	6,335	6,335	6,335
1-2225-00-0110-0-00-0	Technology Salaries T/O							0	0
1-2225-00-0211-0-00-1	Health Insurance							0	0
1-2225-00-0212-0-00-1	Dental Insurance							0	0
1-2225-00-0213-0-00-1	Life Insurance							0	0
1-2225-00-0214-0-00-1	Disability Insurance							0	0
1-2225-00-0220-0-00-1	Social Security							0	0
1-2225-00-0232-0-00-1	Retirement, Teacher							0	0
1-2225-00-0250-0-00-1	Unemployment							0	0
1-2225-00-0260-0-00-1	Workers Comp.							0	0
1-2225-00-0632-0-21-1	Data Communications							1,020	1,020
1-2225-00-0610-0-11-1	Supplies							5,000	2,500
1-2225-00-0610-0-21-1	Supplies							5,010	4,565
1-2225-00-0650-0-11-1	Software							7,350	3,850
1-2225-00-0650-0-21-1	Software							11,940	5,140
1-2225-00-0733-0-11-1	New Furniture							0	0
1-2225-00-0733-0-21-1	New Furniture								
1-2225-00-0734-0-11-1	New Equipment							86,200	29,800
1-2225-00-0734-0-21-1	New Equipment							42,170	32,925
1-2225-00-0737-0-11-1	Replacement Furniture							0	0
1-2225-00-0737-0-21-1	Replacement Furniture							0	0
1-2225-00-0738-0-11-1	Replacement Equipment							4,190	4,190
1-2225-00-0738-0-21-1	Replacement Equipment							0	0
	Subtotal	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 162,880.00	\$ 83,990.00
									\$ 83,990.00

LITCHFIELD SCHOOL DISTRICT 1999-2000										As recommended by Budget Committee on January 7, 1999				
New Account	Description	1996-97		1997-98		1997-98		1998-99		1999-2000		1999-2000		1999-2000 Committee
		Budgeted	Expended	Budgeted	Expended	Budgeted	Expended	Budgeted	Expended	Admin.	Board	Admin.	Board	
	Subtotal 2220 Series	72,751	72,813	77,000	75,678	75,795	264,494	185,604	186,104					
1-2311-00-0110-0-01-0	School Board Salaries	4,000	4,000	4,000	4,000	4,000	4,000	4,000	5,000					
1-2311-00-0220-0-01-0	Social Security						306	306	383					
1-2311-00-0580-0-01-0	Travel						0	0	-					
	Subtotal	4,000	4,000	4,000	4,000	4,000	4,306	4,306	5,383					
1-2313-00-0110-0-01-0	District Treasurer Salary	3,250	3,250	3,250	3,250	3,250	3,250	3,250	3,250					
1-2313-00-0220-0-01-0	Social Security						249	249	249					
1-2313-00-0523-0-01-0	Bonds-Treasurer						0	0	0					
1-2313-00-0610-0-01-0	Treasurer Supplies	1,500	1,816	1,500	1,674	2,000	1,800	1,800	1,800					
	Subtotal	4,750	5,066	4,750	4,924	5,250	5,299	5,299	5,299					
1-2314-00-0110-0-01-0	District Moderator Salary	200	200	200	200	200	200	200	200					
1-2314-00-0220-0-01-0	Social Security						15	15	15					
1-2314-00-0550-0-01-0	Ballot Expenses-Printing													
1-2314-00-0890-0-01-0	District Meeting Costs	750	1,129	750	860	750	850	850	850					
	Subtotal	950	1,329	950	1,060	950	1,065	1,065	1,065					
1-2315-00-0330-0-01-0	Legal Fees	10,000	7,383	5,000	27,576	10,000	7,500	7,500	5,000					
1-2317-00-0380-0-01-0	Audit Fees	3,100	3,025	3,200	3,365	3,200	3,300	3,300	3,300					
1-2319-00-0110-0-01-0	School District Clerk	200	200	200	200	200	200	200	200					
1-2319-00-0220-0-01-0	Social Security						15	15	15					
1-2319-00-0522-0-01-0	School Board Liability Insurance	3,326	3,453	3,695	2,514	3,695	2,765	2,765	2,765					
1-2319-00-0540-0-01-0	Advertising	3,500	5,771	3,500	4,514	3,500	3,500	3,500	3,500					
1-2139-00-0610-0-01-0	District Office Supplies	1,700	1,701	1,700	2,076	1,700	1,750	1,750	1,750					
1-2319-00-0330-0-01-0	Census Taker						0	0	0					
1-2319-00-0810-0-01-0	NH School Board Assn Dues	2,909	2,909	3,118	3,132	3,118	3,130	3,130	3,130					
	Subtotal	11,635	14,034	12,213	12,436	12,213	11,361	11,360	11,360					
	Subtotal 2310 Series	34,435	34,837	30,113	53,360	35,613	32,831	32,830	31,407					

LITCHFIELD SCHOOL DISTRICT 1999-2000										As recommended by Budget Committee on January 7, 1999				
		1996-97	1996-97	1997-98		1997-98	1998-99	1999-2000	1999-2000	1999-2000				
	Description	Budgeted	Expended	Budgeted		Expended	Budgeted	Admin.	Board	Committee				
New Account														
1-2320-00-0311-0-00-0	Office of the Superintendent		124,083	155,696		155,696	157,350	157,350	173,113	173,113				
1-2330-00-0110-1-00-0	Special Area Admin Services		-	-		-	-	0	0	-				
1-2330-00-0211-0-00-1	Health Insurance							0	0	-				
1-2330-00-0212-0-00-1	Dental Insurance							0	0	-				
1-2330-00-0213-0-00-1	Life Insurance							0	0	-				
1-2330-00-0214-0-00-1	Disability Insurance							0	0	-				
1-2330-00-0220-0-00-1	Social Security							0	0	-				
1-2330-00-0232-0-00-1	Retirement, Teacher							0	0	-				
1-2330-00-0250-0-00-1	Unemployment							0	0	-				
1-2330-00-0260-0-00-1	Workers Comp.							0	0	-				
1-2330-00-0610-0-00-1	Supplies							0	0	-				
1-2330-00-0733-0-00-1	New Furniture							0	0	-				
1-2330-00-0734-0-00-1	New Equipment							0	0	-				
	Subtotal	124,083	124,083	155,696		155,696	157,350	157,350	173,113	173,113				
1-2410-00-0110-5-21-2	Clerical Staff: Salaries	39,728	39,571	41,334		41,334	42,698	45,379	46,260	45,379				
1-2410-00-0110-5-11-1	Clerical Staff: Salaries	39,728	39,621	43,131		42,177	42,780	49,853	50,821	49,853				
1-2410-00-0112-1-21-2	Principals: Salary	55,167	55,167	57,374		57,374	59,382	66,306	66,306	66,306				
1-2410-00-0112-1-11-1	Principals: Salary	110,493	111,372	114,914		116,373	118,936	118,821	118,821	118,821				
1-2410-00-0211-0-11-1	Health Insurance-Elementary							15,647	15,647	15,647				
1-2410-00-0212-0-11-1	Dental Insurance-Elementary							3,597	3,597	3,597				
1-2410-00-0213-0-11-1	Life Insurance-Elementary							598	598	598				
1-2410-00-0214-0-11-1	Disability Insurance-Elementary							378	378	378				
1-2410-00-0220-0-11-1	Social Security - Elementary							12,904	12,978	12,978				
1-2410-00-0231-0-11-1	Retirement, Non-Teacher, Elem.							2,074	2,114	2,114				
1-2410-00-0232-0-11-1	Retirement, Teacher, Elementary							3,481	3,481	3,481				
1-2410-00-0250-0-11-1	Unemployment, Elementary							160	160	160				
1-2410-00-0260-0-11-1	Workers Comp., Elementary							772	772	772				
1-2410-00-0211-0-21-1	Health Insurance-Middle							12,677	12,677	12,677				
1-2410-00-0212-0-21-1	Dental Insurance-Middle							2,332	2,332	2,332				
1-2410-00-0213-0-21-1	Life Insurance-Middle							295	295	295				
1-2410-00-0214-0-21-1	Disability Insurance-Middle							189	189	189				
1-2410-00-0220-0-21-1	Social Security - Middle							8,544	8,611	8,611				
1-2410-00-0231-0-21-1	Retirement, Non-Teacher, Middle							1,888	1,924	1,924				
1-2410-00-0232-0-21-1	Retirement, Teacher, Middle							1,943	1,943	1,943				
1-2410-00-0250-0-21-1	Unemployment, Middle							240	240	240				
1-2410-00-0260-0-21-1	Workers Comp., Middle							523	523	523				
1-2410-00-0430-0-21-2	Repairs & Maintenance	1,600	1,828	2,178		1,716	1,778	600	600	600				
1-2410-00-0430-0-11-1	Repairs & Maintenance	1,347	1,205	870		647	545	550	550	550				
1-2410-00-0440-0-21-1	Leases/Rentals							0	0	-				
1-2410-00-0440-0-11-1	Leases/Rentals							0	0	-				
1-2410-00-0531-0-21-2	Telephone	6,819	7,029	7,160		7,726	7,242	2,064	2,064	2,064				
1-2410-00-0531-0-11-1	Telephone	7,750	6,614	7,000		6,963	6,729	4,961	4,961	4,961				
1-2410-00-0532-0-21-1	Data Communications							531	531	531				

LITCHFIELD SCHOOL DISTRICT 1999-2000						As recommended by Budget Committee on January 7, 1999						
		1996-97	1996-97	1997-98		1997-98	1997-98	1998-99	1998-99	1999-2000	1999-2000	1999-2000
		Budgeted	Expended	Budgeted		Budgeted	Expended	Budgeted	Admin.	Board		Committee
New Account	Description											
1-2410-00-0534-0-21-2	Postage & General Expenses	1,300	1,594	1,300		1,800	2,694	1,800	1,800	1,800	1,800	1,800
1-2410-00-0534-0-11-1	Postage & General Expenses	1,400	1,346	1,400		1,200	1,599	1,200	1,700	1,700	1,700	1,700
1-2410-00-0580-0-11-1	Travel								700	700	1	1
1-2410-00-0610-0-21-2	Principals' Office: Supplies	700	686	742		855	724	855	855	855	855	855
1-2410-00-0610-0-11-1	Principals' Office: Supplies	1,600	1,592	1,425		1,590	1,403	1,590	1,590	1,590	1,590	1,590
1-2410-00-0650-0-21-2	Software								12,151	12,151	12,151	12,151
1-2410-00-0650-0-11-1	Software								3,732	3,732	3,732	3,732
1-2410-00-0734-0-21-2	Equipment--Additional	4,200	4,220	-		-	-	-	0	0	0	-
1-2410-00-0734-0-11-1	Equipment--Additional	-	-	-		-	-	-	0	0	0	-
1-2410-00-0738-0-21-2	Equipment--Replacement	-	-	-		-	-	-	0	0	0	-
1-2410-00-0734-0-11-1	Equipment--Replacement	-	-	4,000		3,766	3,766	2,000	4,500	4,500	4,500	-
1-2410-00-0733-0-21-2	Furniture--Additional	-	-	-		-	-	-	0	0	0	-
1-2410-00-0733-0-11-1	Furniture--Additional	-	-	-		-	-	-	0	0	0	-
1-2410-00-0737-0-21-2	Furniture--Replacement	-	-	-		-	-	-	0	0	0	-
1-2410-00-0737-0-11-1	Furniture--Replacement	-	-	-		-	-	180	1,061	1,061	1,061	1,061
1-2410-00-0810-0-21-2	Professional Membership	1,165	1,005	1,000		1,265	955	1,265	1,445	1,445	1,445	1,445
1-2410-00-0810-0-11-1	Professional Membership	1,065	1,472	1,200		1,610	1,598	1,610	1,840	1,840	1,840	1,840
1-2410-00-0890-0-21-2	Other Expenditures								1,000	1,000	1,000	500
1-2410-00-0890-0-11-1	Other Expenditures								1,200	1,200	1,200	600
	Subtotal	274,062	274,322	285,028		287,049	287,049	290,590	388,680	390,747	384,799	
1-2490-00-0610-0-21-2	School Service Award/Report Cds	700	307	700		600	690	600	600	600	600	600
1-2490-00-0610-0-11-2	School Service Award/Report Cds	1,200	1,088	1,500		1,000	948	1,000	1,250	1,250	1,250	1,250
1-2490-00-0892-0-21-2	Graduation	2,750	2,455	2,750		2,750	2,294	2,750	2,750	2,750	2,750	2,750
	Subtotal	4,650	3,849	4,950		4,350	3,933	4,350	4,600	4,600	4,600	4,600
Subtotal 2400 Series		278,712	278,171	289,978		290,982	290,982	294,940	393,280	395,347	389,399	
1-2520-00-0340-0-00-0	Data Processing Services	-	1,502	-		1,500	1,535	-	1,500	1,500	1,500	1,500
		-	1,502	-		1,500	1,535	-	1,500	1,500	1,500	1,500

LITCHFIELD SCHOOL DISTRICT 1999-2000												As recommended by Budget Committee on January 7, 1999				
New Account	Description	1996-97		1997-98		1997-98 Expended	1998-99 Budgeted	1999-2000 Admin.	1999-2000 Board	1999-2000 Committee						
		Budgeted	Expended	Budgeted												
1-2610-00-0110-9-21-2	Custodial: Salary	67,764	60,334	70,477	78,854	86,513	117,209	117,209	118,975	117,209						
1-2610-00-0110-9-11-1	Custodial: Salary	124,881	127,212	129,879	108,047	156,540	128,606	128,606	131,178	128,606						
1-2610-00-0130-9-21-2	Custodial Overtime	1,854	4,223	2,500	3,827	4,200	4,819	4,819	4,819	4,200						
1-2610-00-0130-9-11-1	Custodial Overtime	3,708	4,194	5,100	3,100	4,200	8,139	8,139	8,139	4,200						
1-2610-00-0211-0-11-1	Health Insurance-Elementary						15,287	15,287	15,287	15,287						
1-2610-00-0212-0-11-1	Dental Insurance-Elementary						1,711	1,711	1,711	242						
1-2610-00-0213-0-11-1	Life Insurance-Elementary						242	242	242	242						
1-2610-00-0220-0-11-1	Social Security - Elementary						9,838	10,035	10,035	10,035						
1-2610-00-0231-0-11-1	Retirement, Non-Teacher, Elem.						5,350	5,457	5,457	5,457						
1-2610-00-0250-0-11-1	Unemployment, Elementary						200	200	200	200						
1-2610-00-0260-0-11-1	Workers Comp., Elementary						620	620	620	620						
1-2610-00-0211-0-21-1	Health Insurance-Middle						12,651	12,651	12,651	12,651						
1-2610-00-0212-0-21-1	Dental Insurance-Middle						1,596	1,596	1,596	1,596						
1-2610-00-0213-0-21-1	Life Insurance-Middle						230	230	230	230						
1-2610-00-0214-0-21-1	Disability Insurance-Middle						315	315	315	315						
1-2610-00-0220-0-21-1	Social Security - Middle						8,966	9,102	9,102	9,102						
1-2610-00-0231-0-21-1	Retirement, Non-Teacher, Middle						4,876	4,949	4,949	4,949						
1-2610-00-0250-0-21-1	Unemployment, Middle						80	80	80	80						
1-2610-00-0260-0-21-1	Workers Comp., Middle						425	425	425	425						
1-2610-00-0430-0-21-2	Maintenance Contractors	5,000	5,068	5,000	6,110	6,174	0	0	0	0						
1-2610-00-0430-0-11-1	Maintenance Contractors	1,000	1,175	1,000	605	2,468	0	0	0	0						
1-2610-00-0610-0-21-2	Custodial: Supplies	11,500	8,814	11,200	8,032	12,750	16,940	16,940	16,940	13,000						
1-2610-00-0610-0-11-1	Custodial: Supplies	13,000	12,140	12,750	12,516	13,500	15,531	15,030	15,030	15,030						
1-2610-00-0734-0-21-2	Equipment-Additional	-	-	-	-	-	0	0	0	0						
1-2610-00-0734-0-11-1	Equipment-Additional	-	-	-	-	-	560	560	560	560						
1-2610-00-0738-0-21-2	Equipment-Replacement	-	-	-	-	-	0	0	0	0						
1-2610-00-0738-0-11-1	Equipment-Replacement	-	-	-	-	-	5,078	5,078	5,078	5,078						
1-2610-00-0733-0-21-2	Furniture-Additional	-	-	-	-	-	0	0	0	0						
1-2610-00-0733-0-11-1	Furniture-Additional	-	-	-	-	-	0	0	0	0						
1-2610-00-0737-0-21-2	Furniture-Replacement	-	-	-	-	-	0	0	0	0						
1-2610-00-0737-0-11-1	Furniture-Replacement	-	-	-	-	-	0	0	0	0						
	Subtotal	228,707	223,160	237,906	221,089	286,345	359,269	363,619		350,783						
1-2620-00-0411-0-21-2	Utilities: Water	9,713	8,496	9,202	10,545	8,751	13,636	13,636	9,781	9,995						
1-2620-00-0411-0-11-1	Utilities: Water	2,631	1,100	650	973	8,699	9,995	9,995	9,995	9,995						
1-2620-00-0421-0-21-2	Disposal Services	2,210	4,592	2,210	5,159	2,584	2,843	2,843	2,843	2,843						
1-2620-00-0421-0-11-1	Disposal Services	2,684	3,652	2,684	6,410	2,910	3,843	3,843	3,843	3,843						
1-2620-00-0430-0-21-2	General Repairs to Buildings	16,682	10,722	14,558	13,315	12,500	14,794	14,794	14,794	14,794						
1-2620-00-0430-0-11-1	General Repairs to Buildings	22,436	30,622	28,196	26,954	105,098	56,248	40,583	40,583	40,583						
1-2620-00-0431-0-21-2	Painting	3,150	2,374	4,200	2,225	4,200	4,200	4,200	4,200	4,200						
1-2620-00-0431-0-11-1	Painting	3,200	2,834	3,200	2,840	7,950	7,950	7,950	7,950	7,950						
1-2620-00-0436-0-11-1	Air Quality	-	-	-	68,395	-	-	-	-	-						
1-2620-00-0432-0-21-2	Boiler Repair & Maint	300	1,589	1,000	2,362	2,300	1,840	1,840	1,840	1,840						
1-2620-00-0432-0-11-1	Boiler Repair & Maint	1,000	14,981	3,410	5,004	3,410	2,560	2,560	2,560	2,560						
1-2620-00-0521-0-00-0	Property Insurance & Liability	20,616	17,884	22,228	14,994	20,863	22,949	22,949	22,949	22,949						

LITCHFIELD SCHOOL DISTRICT 1999-2000

As recommended by Budget Committee on January 7, 1999									
New Account	Description	1996-97 Budgeted	1996-97 Expended	1997-98 Budgeted	1997-98 Expended	1998-99 Budgeted	1999-2000 Admin.	1999-2000 Board	1999-2000 Committee
1-2620-00-0610-0-21-2	Supplies for Repairs						2,000	2,000	1,500
1-2620-00-0610-0-11-2	Supplies for Repairs						2,000	2,000	1,500
1-2620-00-0621-0-21-2	Utilities: Natural Gas								
1-2620-00-0621-0-11-1	Utilities: Natural Gas								
1-2620-00-0622-0-21-2	Utilities: Electricity	54,400	58,226	67,203	65,771	67,571	74,328	74,328	74,328
1-2620-00-0622-0-11-1	Utilities: Electricity	45,500	45,627	45,557	50,730	48,136	51,987	51,987	51,987
1-2620-00-0624-0-21-2	Fuel Oil	8,540	9,416	12,000	12,202	11,698	12,568	12,568	11,698
1-2620-00-0624-0-11-1	Fuel Oil	20,000	16,688	18,900	19,238	18,689	19,815	19,815	18,700
1-2620-00-0629-0-11-1	Electricity (heat)								
1-2620-00-0623-0-21-2	Bottled Gas								
1-2620-00-0623-0-11-1	Bottled Gas	532	739	600	471	800	700	700	700
1-2620-00-0733-0-11-1	Furniture New						1,148	1,148	1,148
1-2620-00-0770-0-00-0	Site Development								
1-2620-00-0890-0-11-1	Electric Heat Conversion	23,421	23,421	23,421	23,421	23,421	23,421	23,421	23,421
	Subtotal	237,015	252,964	259,219	331,007	349,580	328,826	313,160	306,320
1-2630-00-0422-0-21-2	Snow Plowing								
1-2630-00-0422-0-11-1	Snow Plowing	4,875	4,275	4,875	3,845	4,875	6,502	6,502	6,502
1-2630-00-0430-0-21-2	Repairs	8,304	7,554	4,675	4,268	4,675	4,845	4,845	4,845
1-2630-00-0430-0-11-1	Repairs	500	500	500		500	500	500	500
1-2630-00-0610-0-21-2	Supplies	500	428	500	524	500	500	500	500
1-2630-00-0610-0-11-1	Supplies	250	7	250		250	250	250	250
1-2630-00-0734-0-11-1	New Equipment	250		250		250	250	250	250
1-2640-00-0430-0-21-2	Non-instructional Equip Repair	385	360	385	171	385	385	385	385
1-2640-00-0430-0-11-1	Non-instructional Equip Repair	800	671	1,000	1,421	1,000	1,000	1,000	1,000
1-2640-00-0450-0-21-2	Repair & Maint--Contractors	204	204	204	227	204	204	204	204
1-2640-00-0450-0-11-1	Repair & Maint--Contractors	334	354	334	240	339	339	339	339
	Subtotal	16,402	14,353	12,973	10,695	12,978	16,574	16,574	16,574
Subtotal 2600 Series		482,124	490,477	510,098	562,791	648,903	704,669	693,354	673,677
1-3300-00-0110-0-00-0	Community Service Salary								
1-3300-00-0220-0-00-0	Social Security	650	522	650	461	800	800	800	600
	Subtotal								
1-2710-00-0110-0-00-0	Transportation Coordinator	2,000	2,000	2,000	2,000	2,000	0	0	-
1-2710-00-0220-0-00-0	Social Security								
1-2721-00-0519-0-00-0	Pupil Trans--Regular	245,690	248,347	267,905	262,371	288,301	327,084	327,084	300,561
1-2722-00-0519-0-00-0	Pupil Trans--Handicapped	108,278	107,999	114,711	100,344	110,543	103,909	103,909	109,354
1-2744-00-0626-0-00	Fuel						2,600	2,600	2,600
1-2744-00-0736-0-00-0	Vehicle Replacement								
1-2790-00-0519-0-21-2	Pupil Transportation/Field Trips						1,000	1,000	-
1-2790-00-0519-0-11-1	Pupil Transportation/Field Trips	1					1,000	1,000	-
1-2791-00-0519-0-21-2	Pupil Trans--Interscholastic	4,900	4,329	5,965	4,047	5,965	5,965	5,965	5,965
	Subtotal	360,869	362,675	390,591	368,762	366,809	441,559	441,558	418,480

1	2	3	4	5	6	7	8	9
Acct.#	PURPOSE OF APPROPRIATIONS (RSA 32:3, V)	WARR. ART.#	Expenditures for Year 7/1/97 to 6/30/98	Appropriations Prior Year As Approved by DRA	L BOARD'S APPROPRIATIONS ENSUING FISCAL YEAR RECOMMENDED	BUDGET COMMITTEE'S APPROP. ENSUING FISCAL YEAR NOT RECOMMENDED	RECOMMENDED	NOT RECOMMENDED
INSTRUCTION (1000-1999)								
1100-1199	Regular Programs		4604540	4871645	5402555		5409752	
1200-1299	Special Programs		627165	716119	1117189		1083674	33515
1300-1399	Vocational Programs							
1400-1499	Other Programs		19011	24555	21060		21060	0
1500-1599	Non-Public Programs							
1600-1899	Adult & Community Programs							
SUPPORT SERVICES (2000-2999)								
2000-2199	Student Support Services		270713	265302	444585		442570	2015
2200-2299	Instructional Staff Services		94541	107033	217601		210216	7385
General Administration								
2310 840	School Board Contingency							
2310-2319	Other School Board		53360	35613	32830		31407	1423
Executive Administration								
2320-310	SAU Management Services		155,696	157,350	173,113		173,113	
2320-2329	All Other Executive							
2400-2499	School Administration Service		290,982	294,940	395,347		389,399	5,948
2500-2599	Business		1,535		1,500		1,500	
2600-2699	Operation & Maintenance of Plant		562,791	648,903	693,354		673,677	19,677
2700-2799	Student Transportation		368,762	386,809	441,558		418,480	23,078
2800-2999	Other Support Service		725,897	760,982				
3000-3999	NON-INSTRUCTIONAL SERVICES		461	800	861		661	200
4000-4999	FACILITIES ACQUISITIONS & CONSTRUCTION		1,933	633,935				
OTHER OUTLAYS (5000-5999)								
5110	Debt Service - Principal		250,000	502,000	502,000		502,000	
5120	Debt Service - Interest		122,104	130,326	98,815		98,815	

1	2	3	4	5	6	7	8	9
Acct.#	PURPOSE OF APPROPRIATIONS (RSA 32:3,V)	WARR. ART.#	Expenditures for Year 7/1/97 to 6/30/98	Appropriations Prior Year As Approved by DRA	L BOARD'S APPROPRIATIONS ENSUING FISCAL YEAR RECOMMENDED	NOT RECOMMENDED	BUDGET COMMITTEE'S APPROP. ENSUING FISCAL YEAR RECOMMENDED	NOT RECOMMENDED
FUND TRANSFERS								
5220-5221	To Food Service		127,000	144,000	144,000	XXXXXXX	144,000	XXXXXXX
5222-5229	To Other Special Revenue							
5230-5239	To Capital Projects							
5251	To Capital Reserves							
5252	To Expendable Trust (*see below)							
5253	To Non-Expendable Trusts							
5254	To Agency Funds							
5300-5399	Intergovernmental Agency Alloc.		39,000	39,000	39,000		39,000	
	SUPPLEMENTAL							
	DEFICIT							
	SUBTOTAL1		8,315,491	9,719,312	9,725,368		9,639,324	86,044

PLEASE PROVIDE FURTHER DETAIL:

* Amount of line 5252 which is for Health Maintenance Trust \$ (see RSA 198:20-c, V)

Help! We ask your assistance in the following: If you have a line item of appropriations from more than one warrant article, please use the space below to identify the make-up of the line total for the ensuing year.

SPECIAL WARRANT ARTICLES

Special warrant articles are defined in RSA 32:3,VI, as appropriations 1) in petitioned warrant articles; 2) appropriations raised by bonds or notes; 3) appropriations to a separate fund created pursuant to law, such as capital reserve funds or trust funds; 4) an appropriation designated on the warrant as a special article or as a nonlapsing or nontransferable article.

1		2	3	4	5	6	7	8	9
		PURPOSE OF APPROPRIATIONS (RSA 32:3,V)	Expenditures for Year 7/1/97 to 6/30/98	Appropriations Prior Year As Approved by DRA	SCHOOL BOARD'S APPROPRIATIONS WARR. ENSUING FISCAL YEAR		BUDGET COMMITTEE'S APPROP. ENSUING FISCAL YEAR		
Acct.#					ART.#	RECOMMENDED	NOT RECOMMENDED	RECOMMENDED	NOT RECOMMENDED
5100	New High School Bond				1	578,457		578,457	
1100-2400	Administrative Staff, Benefits & equipment for New High School				2	194,586		194,586	
AL 2	RECOMMENDED		XXXXXXXXXX	XXXXXXXXXX	XXXX	773,043	XXXXXXXXXX	773,043	XXXXXXXXXX

INDIVIDUAL WARRANT ARTICLES

cost items for labor agreements; 2) Contingency appropriations; 3) Supplemental appropriations for the current year for which funding is already available; or 4) Deficit appropriations for the current year which must be funded through taxation.

1		2	3	4	5	6	7	8	9
		PURPOSE OF APPROPRIATIONS (RSA 32:3,V)	Expenditures for Year 7/1/___ to 6/30/___	Appropriations Prior Year As Approved by DRA	SCHOOL BOARD'S APPROPRIATIONS WARR. ENSUING FISCAL YEAR		BUDGET COMMITTEE'S APPROP. ENSUING FISCAL YEAR		
Acct.#					ART.#	RECOMMENDED	NOT RECOMMENDED	RECOMMENDED	NOT RECOMMENDED
L 3	RECOMMENDED		XXXXXXXXXX	XXXXXXXXXX	XXXX			XXXXXXXXXX	XXXXXXXXXX

1	2	3	4	5	6
Acct.#	SOURCE OF REVENUE	WARR. ART.#	Actual Revenues Prior Year	Revised Revenues Current Year	ESTIMATED REVENUES ENSUING FISCAL YEAR
REVENUE FROM LOCAL SOURCES			XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX
1300-1349	Tuition				
1400-1449	Transportation Fees		11,070	10,000	11,000
1500-1599	Earnings on Investments		34,115	35,000	35,000
1600-1699	Food Service Sales		130,885	112,000	120,000
1700-1799	Student Activities				
1800-1899	Community Services Activities				
1900-1999	Other Local Sources		25	0	0
	Sale of Property		0	300,000	0
	Rentals		965	0	0
REVENUE FROM STATE SOURCES			XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX
3110	Foundation Aid		469,846	480,921	1,153,146
3120	Shared Revenue				
3210	School Building Aid		77,401	153,001	153,001
3220	Kindergarten Aid				
3230	Catastrophic Aid		92,426	74,736	95,000
3240-3249	Vocational Aid				
3250	Adult Education				
3260	Child Nutrition		3,239	0	0
3270	Driver Education				
3290-3299	Other State Sources		38,088	0	0
REVENUE FROM FEDERAL SOURCES			XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX
4100-4539	Federal Program Grants		0	5,000	5,000
4540	Vocational Education				
4550	Adult Education				
4560	Child Nutrition		24,447	24,000	24,000
4570	Disabilities Programs		0	34,000	34,000
4580	Medicaid Distribution		44,257	45,000	50,000
4590-4999	Other Federal Sources (except 4810)				
4810	Federal Forest Reserve				
OTHER FINANCING SOURCES			XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX
5110-5139	Sale of Bonds or Notes				
5221	Transfer from Food Service-Spec.Rev.Fund				
5222	Transfer from Other Special Revenue Funds		0	0	0

1	2	3	4	5	6
Acct.#	SOURCE OF REVENUE	WARR. ART.#	Actual Revenues Prior Year	Revised Revenues Current Year	ESTIMATED REVENUES ENSUING FISCAL YEAR
OTHER FINANCING SOURCES CONT.			XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX
5230	Transfer from Capital Project Funds				
5251	Transfer from Capital Reserve Funds		93,257	0	0
5252	Transfer from Expendable Trust Funds				
5253	Transfer from Non-Expendable Trust Funds				
5300-5699	Other Financing Sources				
5140	THIS SECTION FOR CALCULATION OF RAN's (REIMBURSEMENT ANTICIPATION NOTES) PER RSA 198:20-D FOR CATASTROPHIC AID BORROWING RAN, Revenue This FY _____ less RAN, Revenue Last FY _____ =NET RAN				
	Supplemental Appropriation (Contra)		0	0	0
Voted From Fund Balance					
Fund Balance to Reduce Taxes			187,966	137,393	200,000
ATED REVENUE & CREDITS			1,207,987	1,411,051	1,880,147

BUDGET SUMMARY

	SCHOOL BOARD'S	BUDGET COMMITTEE'S
	RECOMMENDED BUDGET	RECOMMENDED BUDGET
tions Recommended (from page 3)	9,725,368	9,639,324
t Articles Recommended (from page 4)	773,043	773,043
rant Articles Recommended (from page 4)	0	0
TOTAL Appropriations Recommended	10,498,411	10,412,367
ted Revenues & Credits (from above)	1,880,147	1,880,147
unt of Taxes to be Raised	8,618,264	8,532,220

REPORT OF THE SAU PLANNING COMMITTEE

Committee Established by Vote of the 1998 School District Meeting

New Hampshire RSA 194-C:2 requires school districts through their School Administrative Unit (SAU) to provide for a sound support system of defined Superintendent services (see Attachment #1) which ensures high standards in the education of all students. The effective delivery of these services has been paramount in committee considerations with equal concern for the cost impact of such services to the people of Litchfield and Hudson. Based upon this cost effective consideration, the Litchfield SAU Planning Committee recommends.

That the Litchfield School District not withdraw from School Administrative Unit #27; nor reorganize by joining with or attracting districts from another SAU; nor “reorganize” within the current SAU by transfer of personnel to the district level. Accordingly the committee recommends that the current model of delivery for SAU services be continued.

Withdrawal: The committee found that the range of services, and professional expertise required for the appropriate delivery of Superintendent services would be seriously diminished for Litchfield students under a separate SAU despite a dramatic cost increase. RSA 194-C:2 requires that a withdrawing district (Litchfield) report the educational and fiscal impact on the remaining district (Hudson). Under a Litchfield withdrawal, Superintendent services to Hudson would also be diminished though with less severity. Hudson would experience a significant cost increase if it chose to retain the current level of services.

Reorganization: The committee found the concept of reorganization under RSA 194-C:2 by joining another SAU or attracting new members to SAU #27 for added cost sharing of services to be impractical for the Litchfield School District or for SAU #27.

Reorganization Within SAU #27: Considerable attention was given to this alternative. Specifically, the committee sought to moderate the 80-20 Hudson-Litchfield SAU cost share by transferring the two Assistant Superintendent positions from the SAU budget to the district level at district expense, one for Litchfield and one for Hudson. The committee found this model, which calls for Assistant Superintendents with general responsibilities, would seriously compromise the diversity of professional expertise now enjoyed by Litchfield and Hudson without significant cost benefit. A similar model which in addition transferred certain special education services to the district level was rejected as not being cost effective.

Supplemental Recommendation: The committee recommends to the SAU #27 Board when considering future personnel needs that consideration be given to referring the need to the district level when viable to moderate the SAU cost share.

